



## **Espera User Manual**

**Version 2.0**

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# Espera

**Real-Time & Historical Call Display for Microsoft Lync Response Groups**

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*by AdvateTel*



# Espera User Manual

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Printed: January 2013 in Melbourne, Australia

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*Telematic Communications Pty Ltd*

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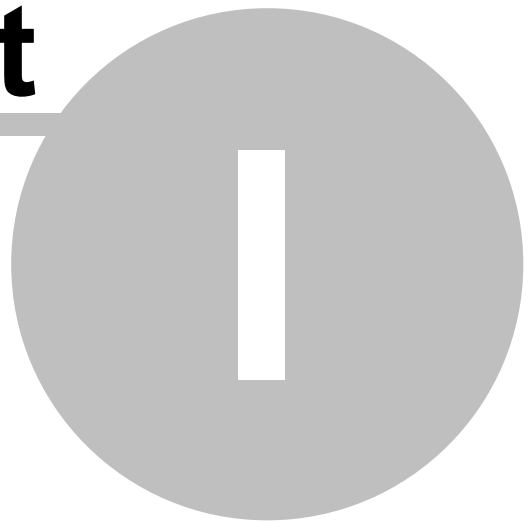
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# Part

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# 1 Introduction

Espera is a Microsoft Lync integration package, utilizing existing Lync infrastructure and call-routing capabilities. Espera provides Microsoft Lync Response Groups with Real-Time call waiting information. The call waiting information can be displayed with Espera Real-Time, installed onto any PC where call waiting information is required. (e.g. Agents, Supervisors, Managers, Wall Displays)

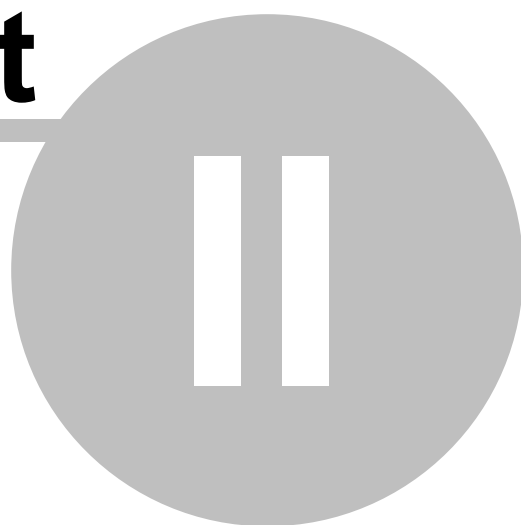
## 1.1 Trademarks

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Microsoft Lync, .Net Framework, Windows, associated trademarks and logos are trademarks of the Microsoft group of companies.

# Part

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## 2 Requirements

The following requirements must be attained to successfully install and configure the Espera Server service and Espera Client.

### 2.1 Installer / Administrator

#### **Espera Server:**

The Installer / Administrator *must* hold the below certification in order to successfully install and deploy the Espera server.

##### **Minimum Qualification:**

- MCITP: Lync Server Administrator 2010, or equivalent

#### **Espera Client:**

The Installer / Administrator *must* hold the below certification in order to successfully install/deploy the Espera client.

##### **Minimum Qualification:**

- MCTS: Lync Server 2010 Configuration, or equivalent

### 2.2 Microsoft Lync

- [Microsoft Lync Server 2010](#)
- [Microsoft Lync Monitoring Server](#) (Required for Espera Historical Reporting)

### 2.3 Espera Client

#### **Operating System:**

- Windows XP SP3 (32 bit)
- Windows Vista SP2 (32/64 bit)
- Windows 7 SP1 (32/64 bit)
- Windows 8 (32/64 bit)
- Microsoft Server 2008 R2 (64 bit)

#### **Hardware:**

- Minimum hardware requirements supported by chosen Operating System to support Lync 2010  
For detailed information refer to: <http://technet.microsoft.com/en-us/library/gg412781.aspx>
- Minimum 100MB Hard drive disk free space

#### **Software:**

- Microsoft .Net Framework 4

Available from: <http://www.microsoft.com/download/en/details.aspx?displaylang=en&id=17718>

- Microsoft Visual C++ 2005 Redistributable

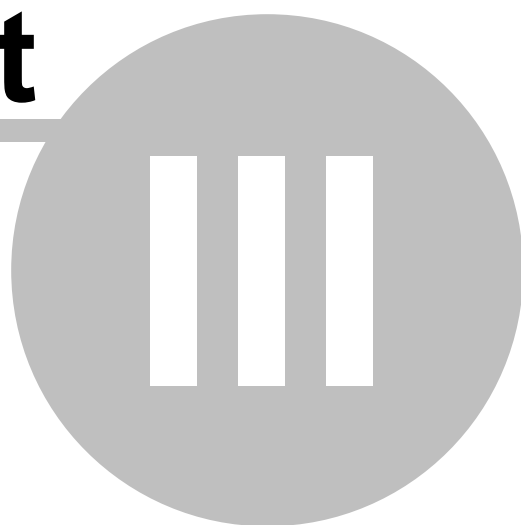
x86 version available from: <http://www.microsoft.com/download/en/details.aspx?id=3387>

x64 version available from: <http://www.microsoft.com/download/en/details.aspx?id=21254>



# Part

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## 3 Installation

### 3.1 Installation Overview

#### 3.1.1 Espera Client

##### Standalone Installation:

1. Run the Espera Client "setup.exe"

##### Group Policy Deployment:

(Note: For details steps, refer to: <http://support.microsoft.com/kb/816102>)

**Note:** The target PC(s) must have Microsoft Visual C++ 2005 Redistributable *and* Microsoft . Net Framework 4, installed *prior* to installing the Espera Client

1. Create a shared distribution folder for your installation (e.g. C:\Install), ensuring all users have at least "Read" permission to this folder.
2. Run the following from command line to extract the MSI installer: `msiexec /a EsperaClientSetup.msi TARGETDIR="C:\Install"`
3. Create a Group Policy Object (GPO) on the server and link it directly to the whole domain.  
(ServerManagement>GroupPolicyManagement>"Current Domain">Create GPO and link to this domain)
4. Click <Edit> on the newly created GPO
5. Go to "Computer Config->Policies->SoftwareConfig->Software Installation" and select New Package from the context menu (alternatively installation can be linked to "Users").
6. Next, select the MSI installer created in step 2 (located in the shared folder)
7. In the GPO settings, grant access to those PC's (or users) to which Espera is to be installed.  
(Note: set flags "Read" and "Apply Group Policy")

*\*\* It is recommended to run "gpupdate /force" and "gpresult" now on a target machine in a test group, prior to full deployment.*

### 3.2 Espera Client Installation

The Espera Client can be installed manually per PC using the Setup.exe executable from the "Espera Client" folder.

Alternatively, the Espera Client may be deployed via group policy using the EsperaClientSetup.msi.

The following steps will detail installation of the Espera Client via the manual installation method.

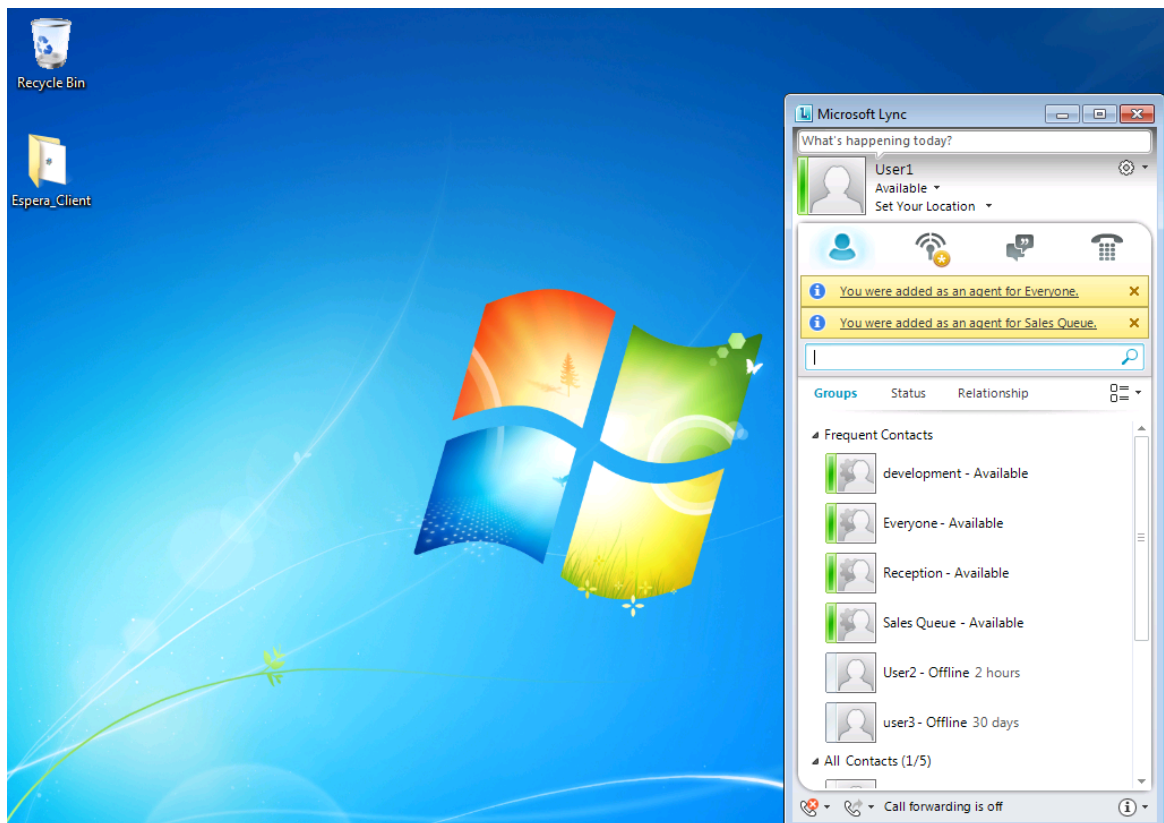


Deployment via group policy should be performed as per the companies corporate policy.

NOTE: The following installation must be performed by a user with "Administrative" privileges.  
Alternatively, the installation must be "Run as administrator".

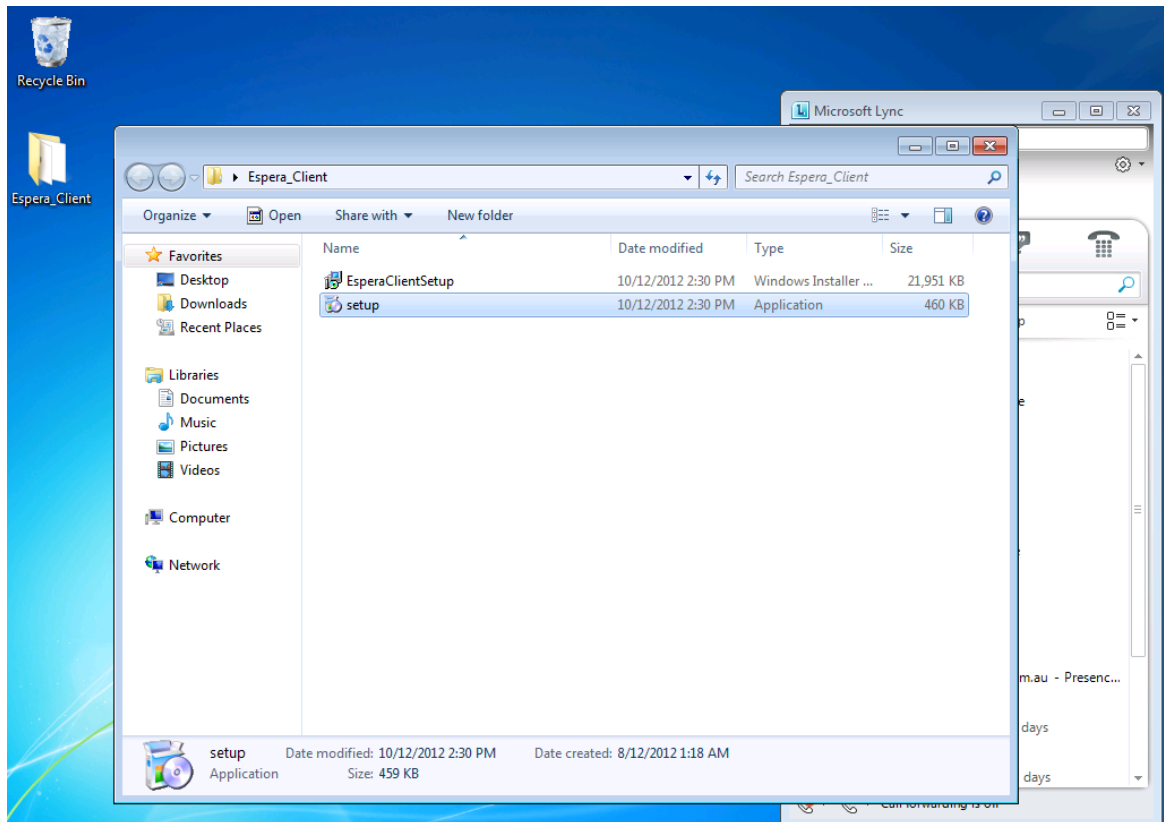
### 3.2.1 Espera Client Installation - Step 1

Microsoft Lync 2010 client must be pre-installed



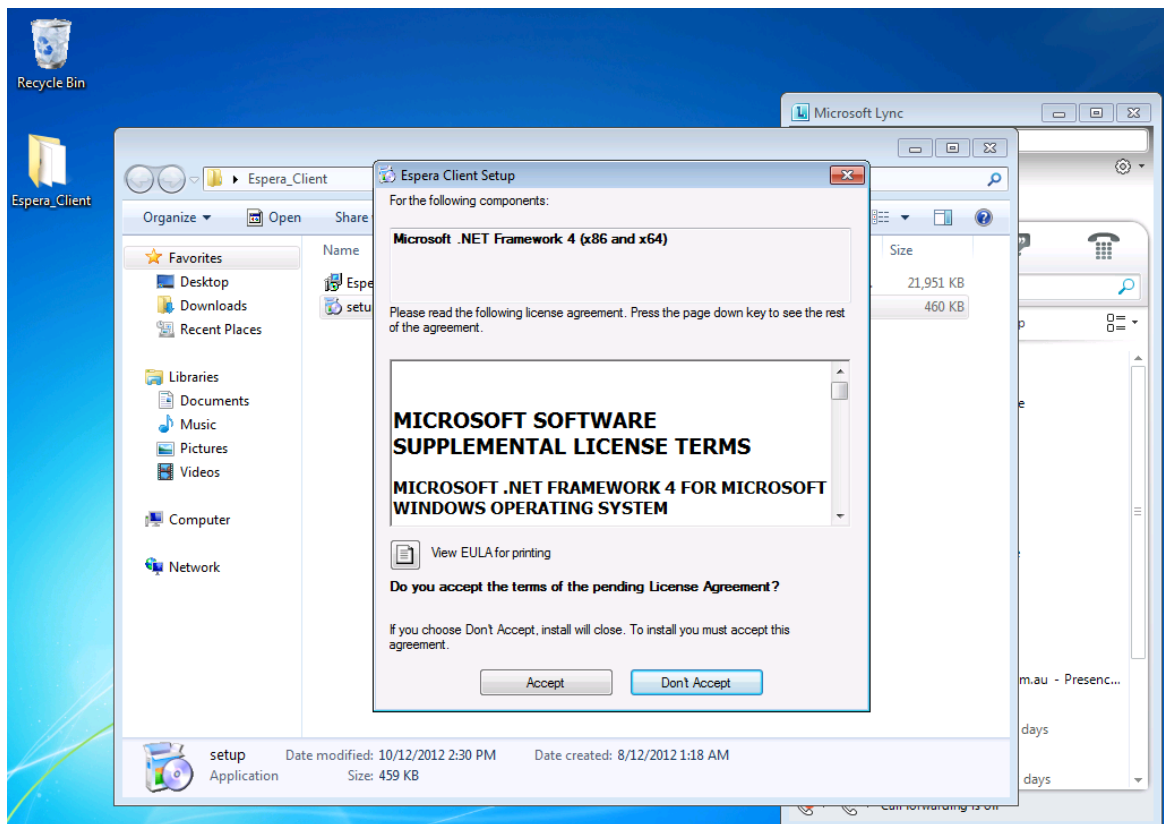
### 3.2.2 Espera Client Installation - Step 2

Run the "Setup.exe" executable.



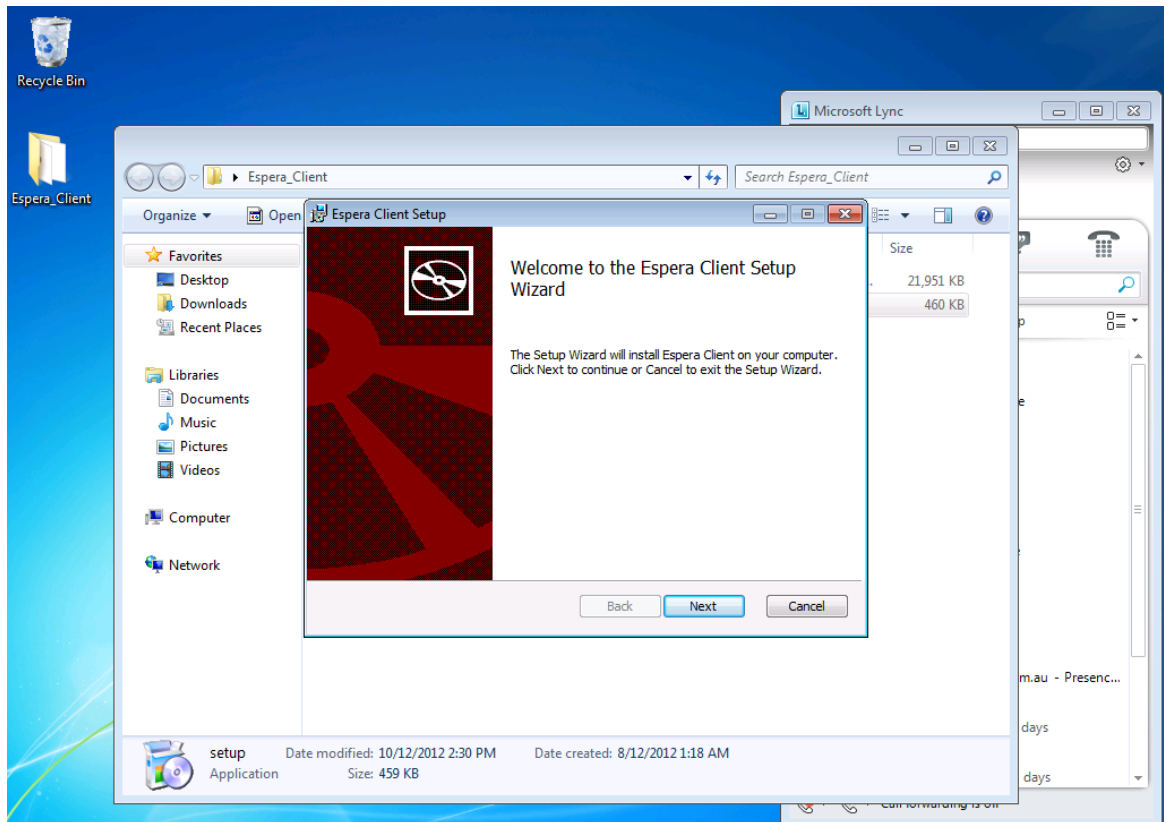
### 3.2.3 Espera Client Installation - Step 3

<Accept> and <Install> all prerequisites required by the Espera Client.



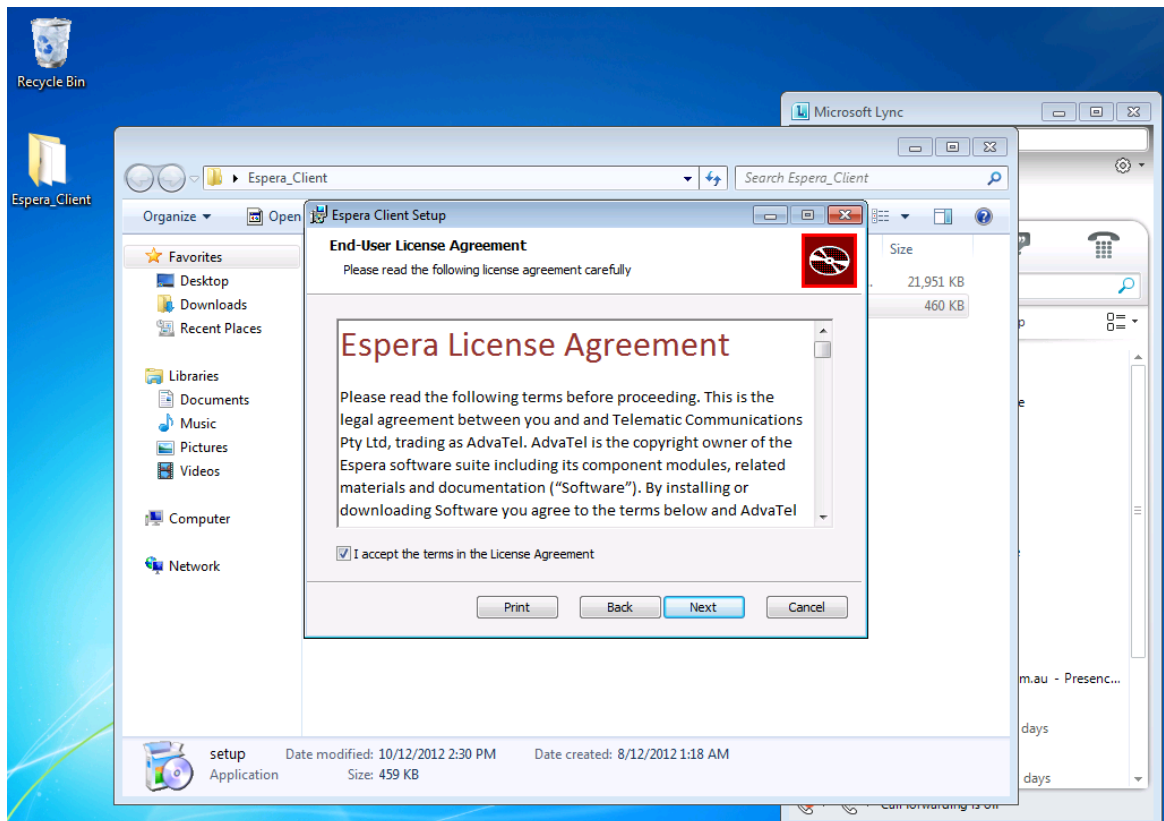
### 3.2.4 Espera Client Installation - Step 4

Select <Next>



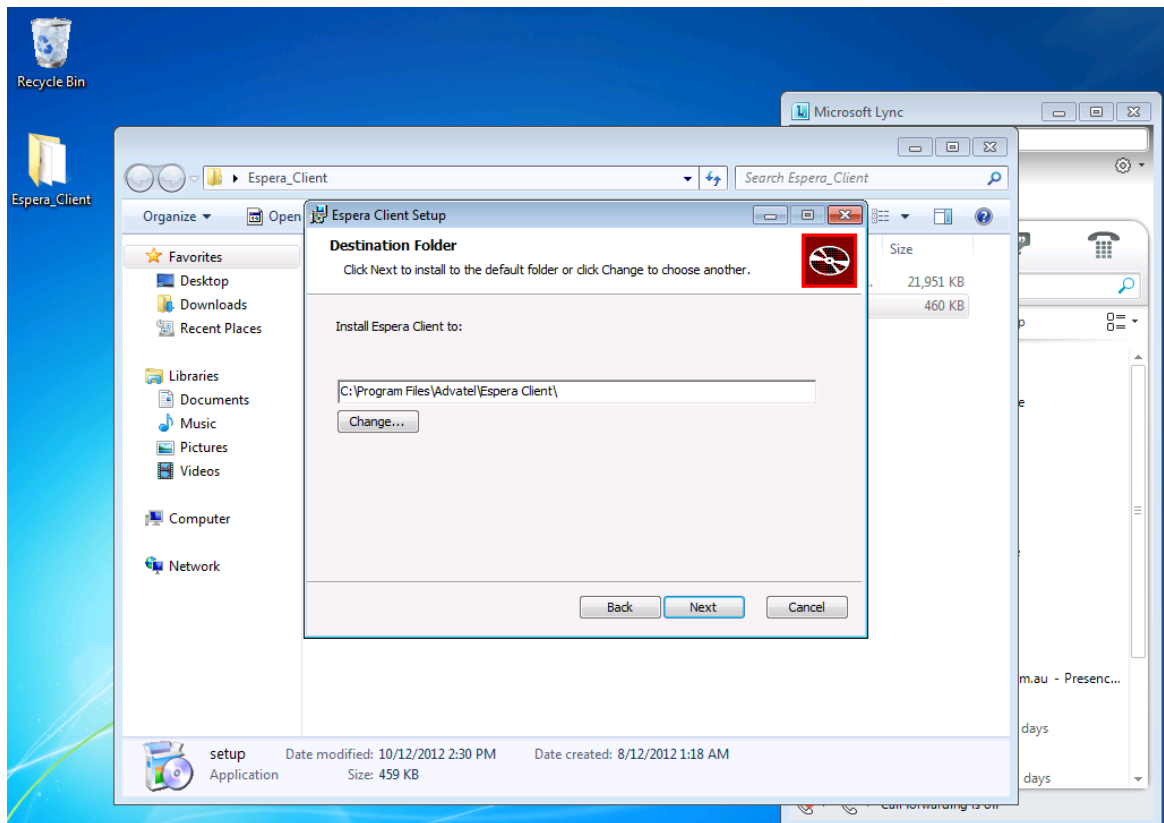
### 3.2.5 Espera Client Installation - Step 5

1. Read the 'Espera License Agreement'
2. Check the <I accept ....> checkbox
3. Select <Next>



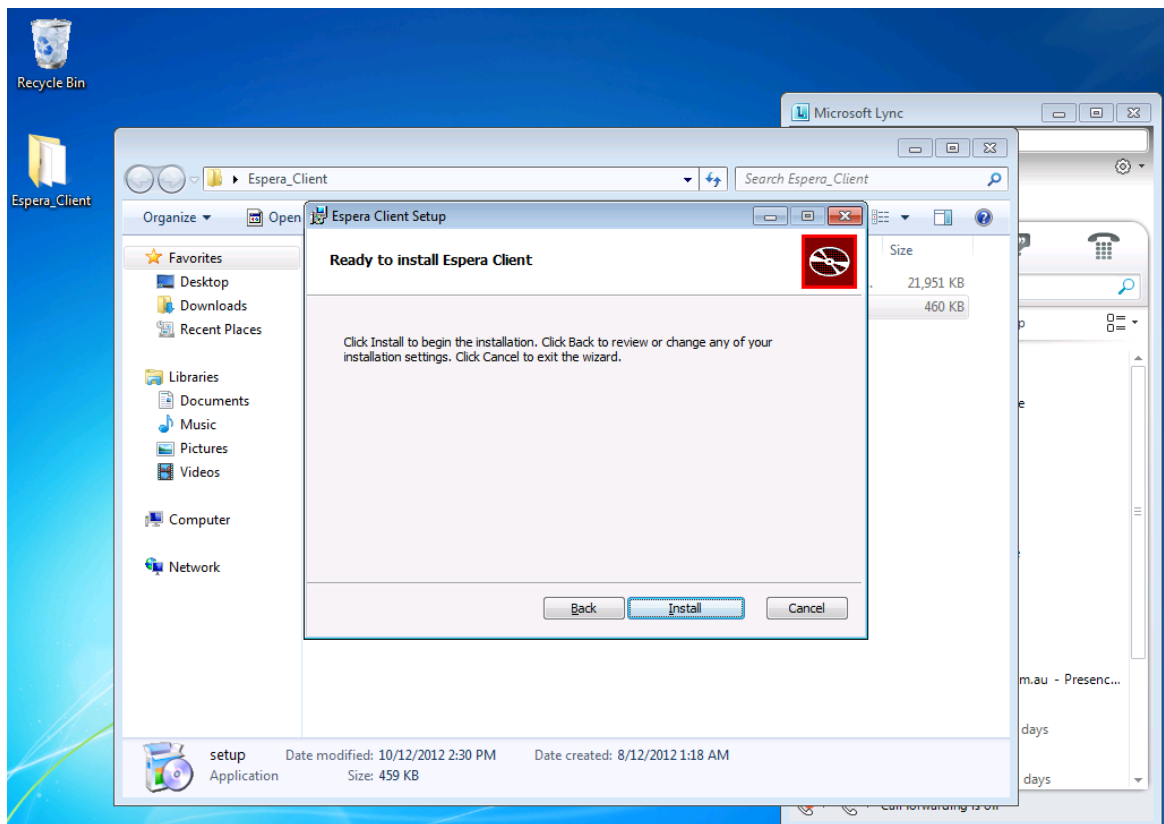
### 3.2.6 Espera Client Installation - Step 6

1. Confirm the destination folder to install the Espera Client into.
2. Select <Next>



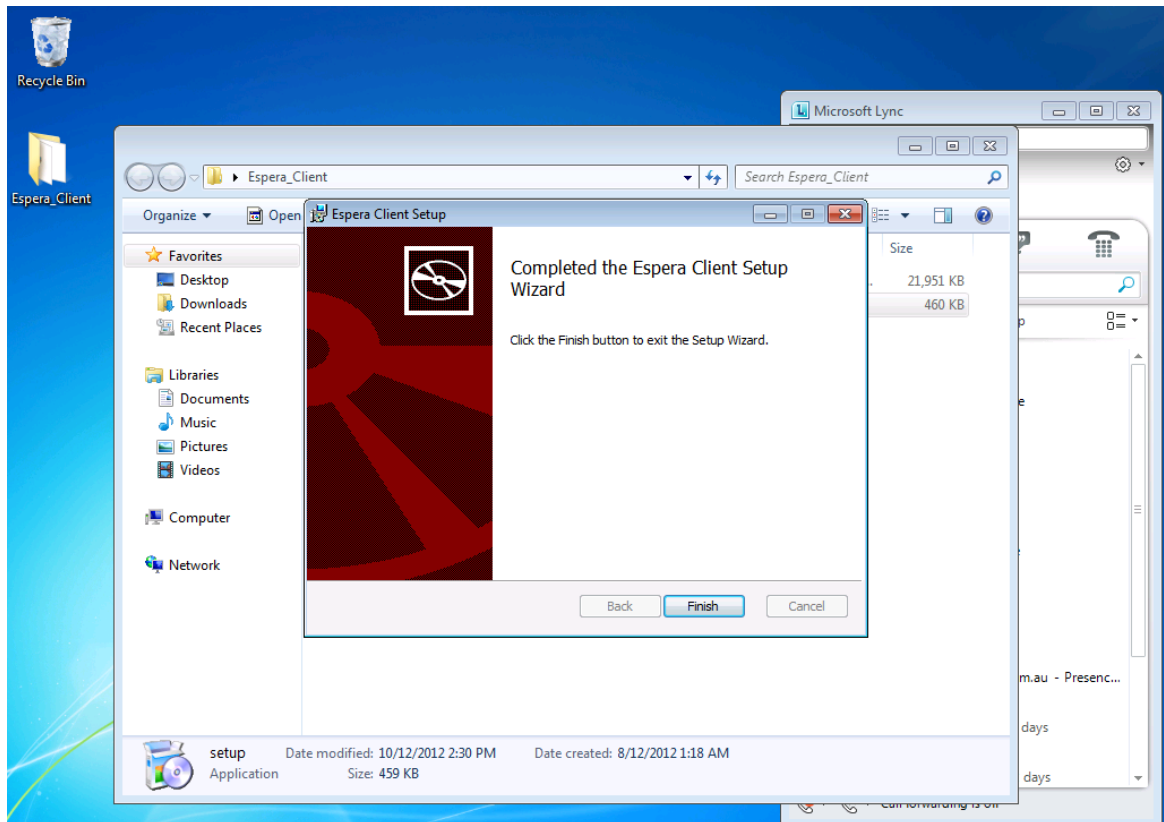
### 3.2.7 Espera Client Installation - Step 7

Select <Install> to proceed with the installation



### 3.2.8 Espera Client Installation - Step 8

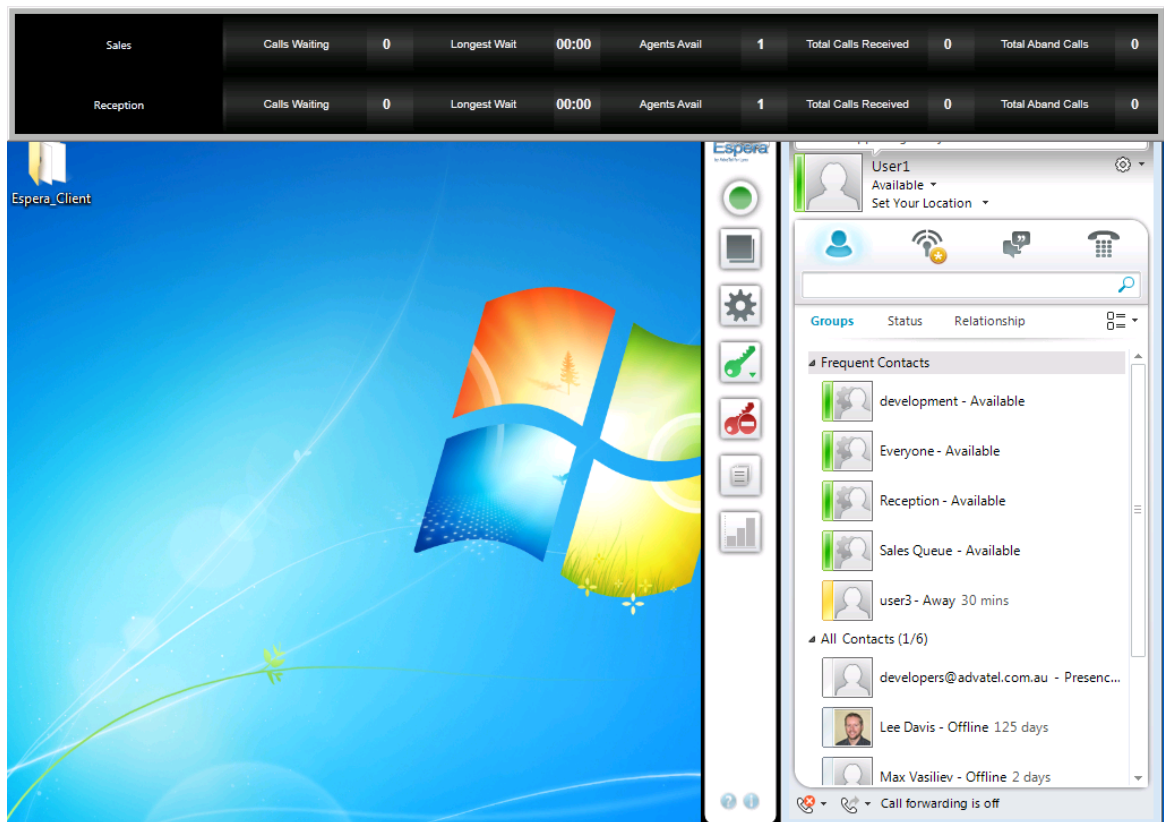
Select <Finish> to complete the installation





### 3.2.9 Espera Client Installation - Step 9

The Espera Client will now automatically start and display when Microsoft Lync is operating.





**Part**

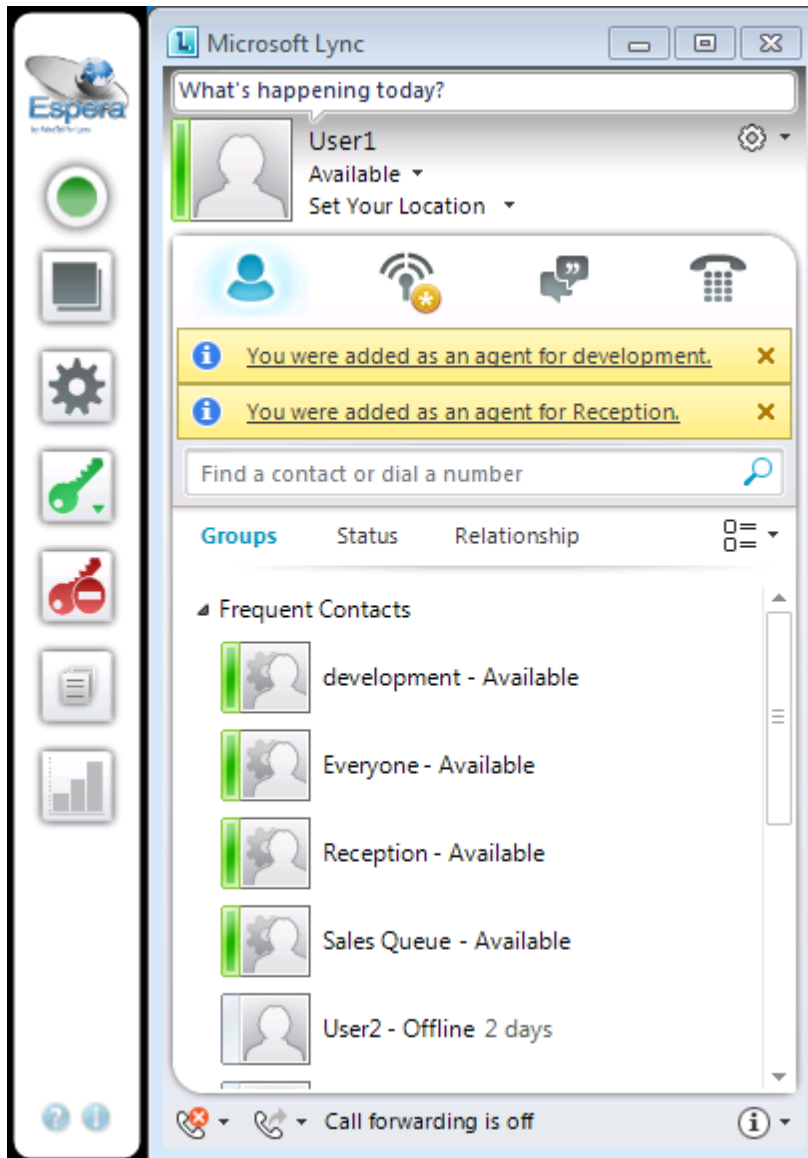
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**IV**

## 4 Espera Client Sidebar

The Espera Client and Espera Client Sidebar is automatically started when the Microsoft Lync client is launched.

The following chapters detail the Espera sidebar features.



### 4.1 Espera Client Sidebar - "Connection Status" Button

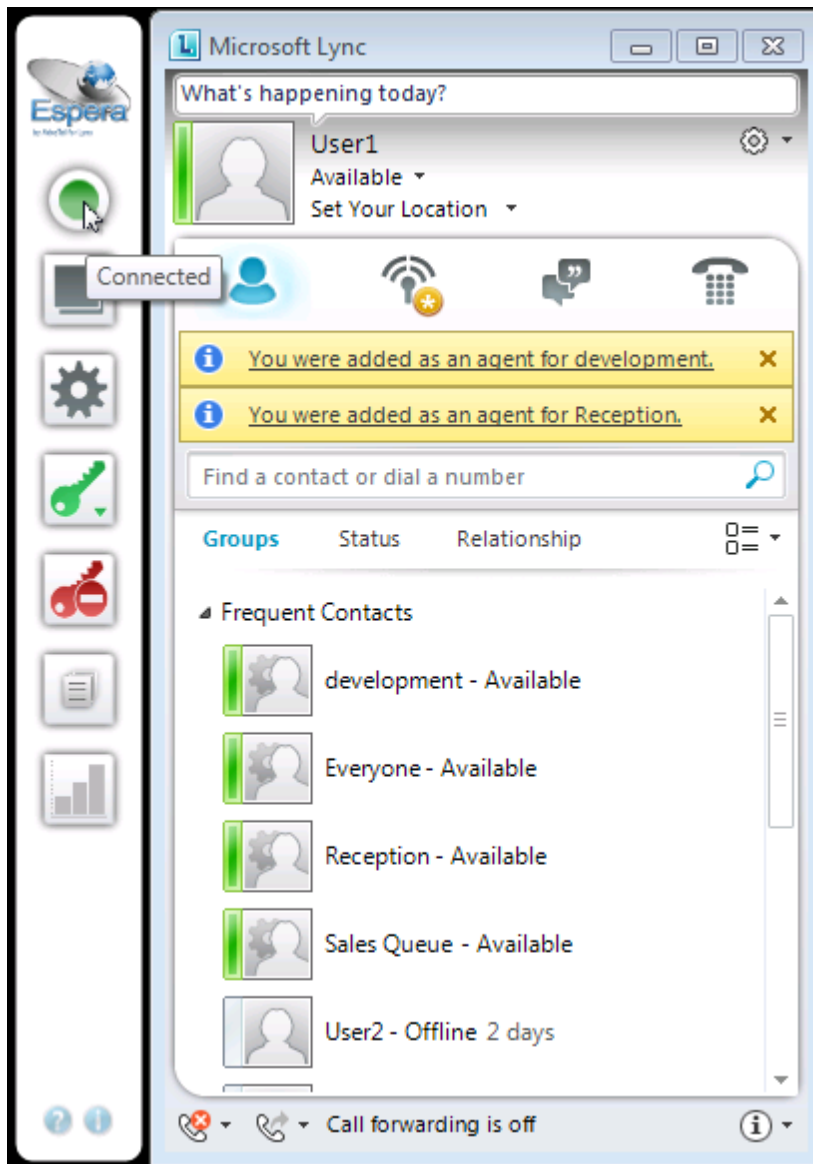
The "Connection Status" icon displays the current connection state of the Espera Client to the Espera Server.

Green = Connected

Amber = Connecting / Attempting to connect

Red = Connection Failed

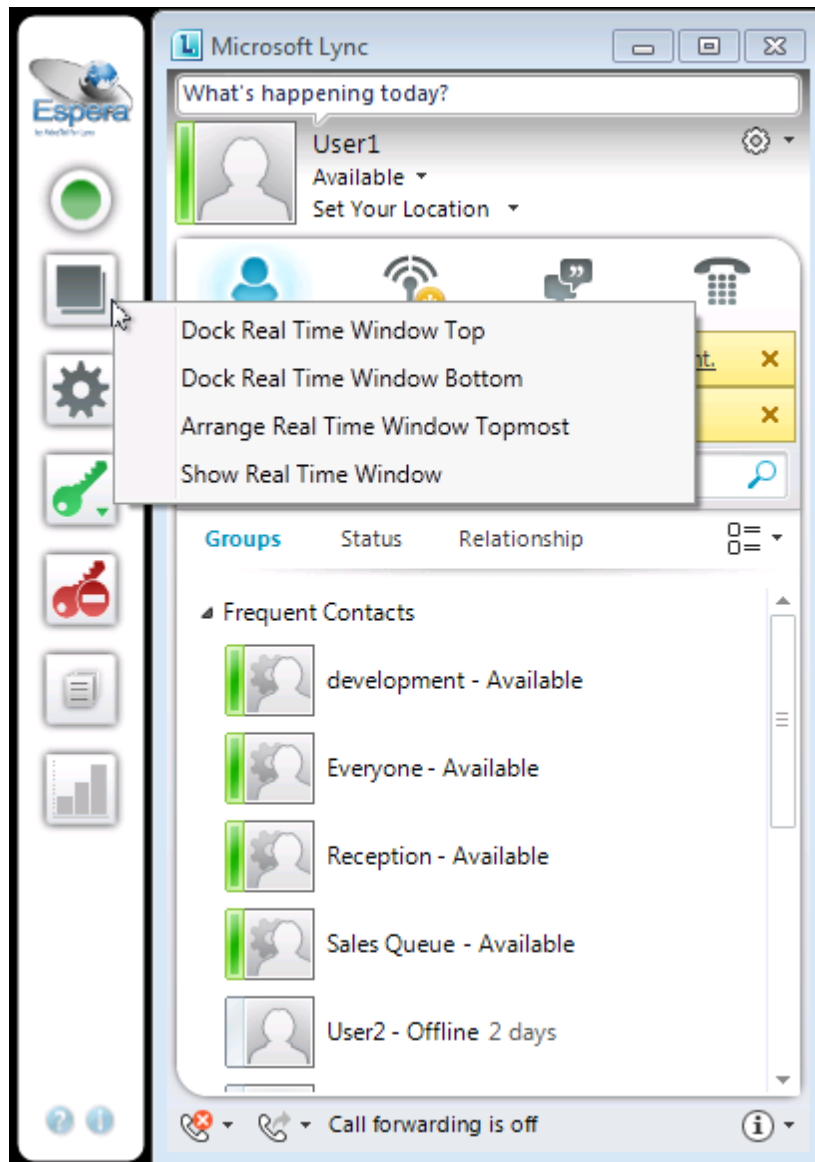
NOTE: If the connection status is "Red", ensure the Lync client is signed in, and the Espera Server is online/accessible from the Espera Client. Contact your network administrator for further information.



## 4.2 Espera Client Sidebar - "Espera Wallboard" Button

The "Real Time Window" options are:

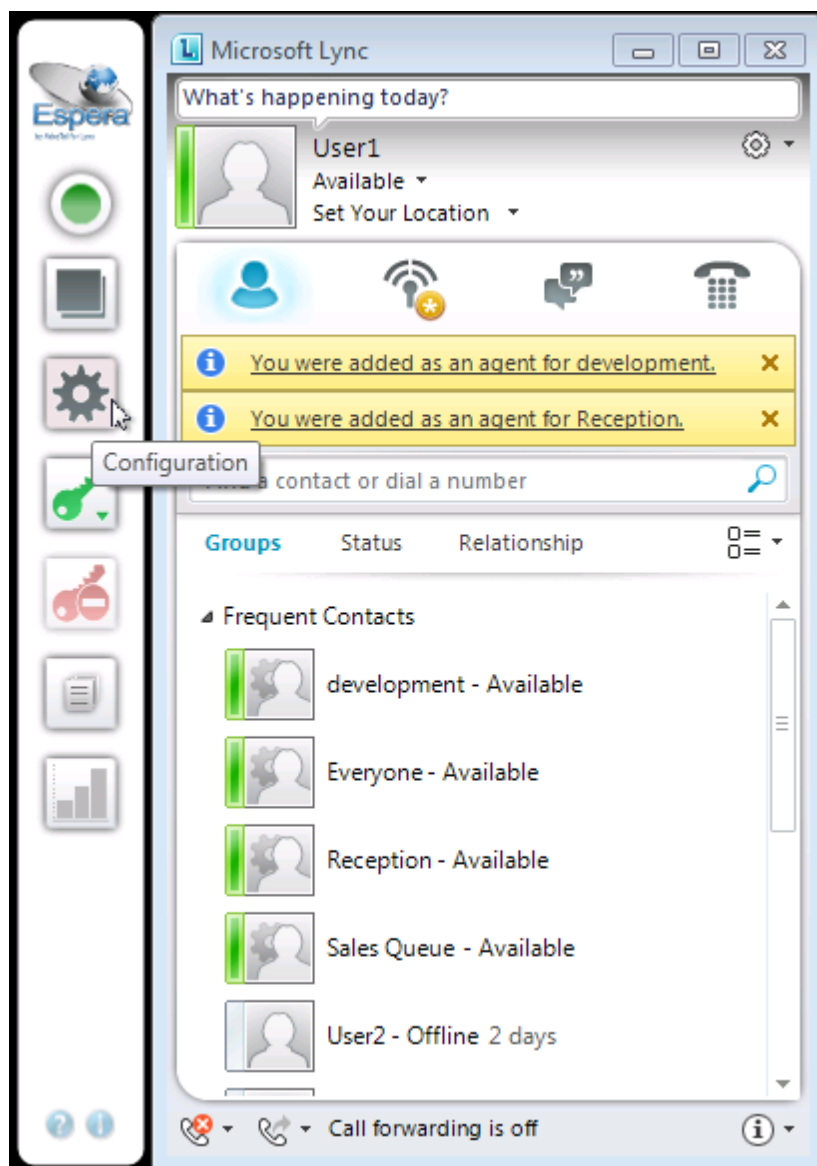
- Dock Real Time Window Top - Docks the Real Time Window to the top of the screen
- Dock Real Time Window Bottom - Docks the Real Time Window to the bottom of the screen
- Arrange Real Time Window Topmost - The Real Time Window cannot be covered by any another window
- Show / Hide the Real Time Window

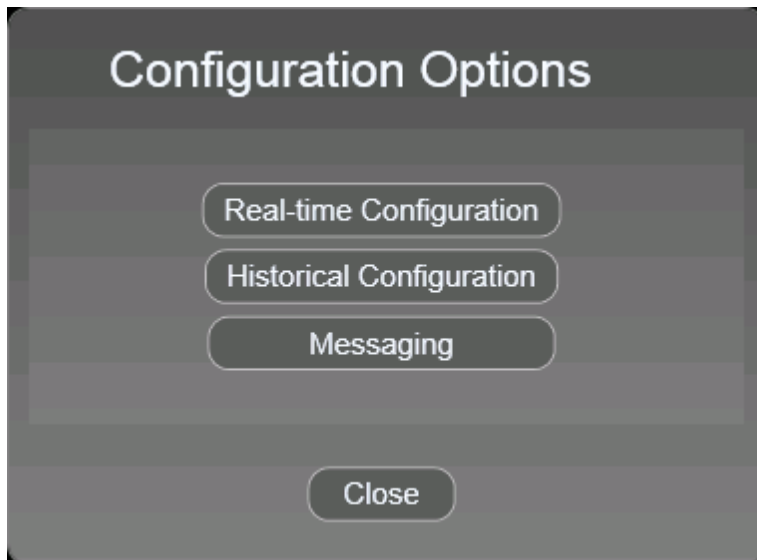


### 4.3 Espera Client Sidebar - "Configuration" Button

The "Configuration" button displays the Configuration Options menu, allowing the user to select the area of configuration ([Real Time](#)<sup>[42]</sup>, [Historical](#)<sup>[73]</sup> or [Messaging](#)<sup>[107]</sup>) they wish to change.

NOTE: The "Configuration" button is not available to "Agent" or "Wallboard" [User Roles](#)<sup>[42]</sup>.



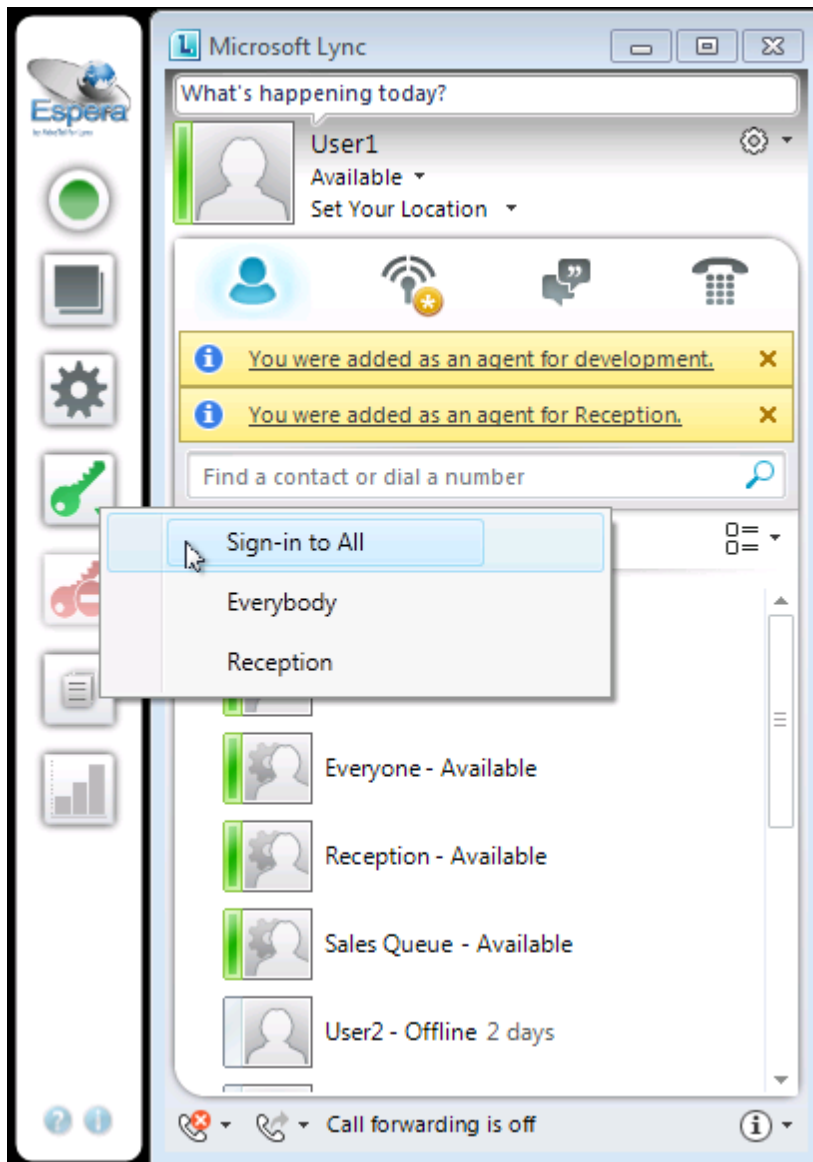


#### 4.4 Espera Client Sidebar - "Sign In" Button

The "Sign In" button allows the currently logged in user to sign-in to any or all "Response Groups" listed in the popup window.

The "Sign In" button also allows the Espera Client user to "Sign Out" of specific "Response Group" whilst remaining logged into all other "Response Groups". The sign-in status is depicted as a <check> next to the "Response Group" name on the popup window.

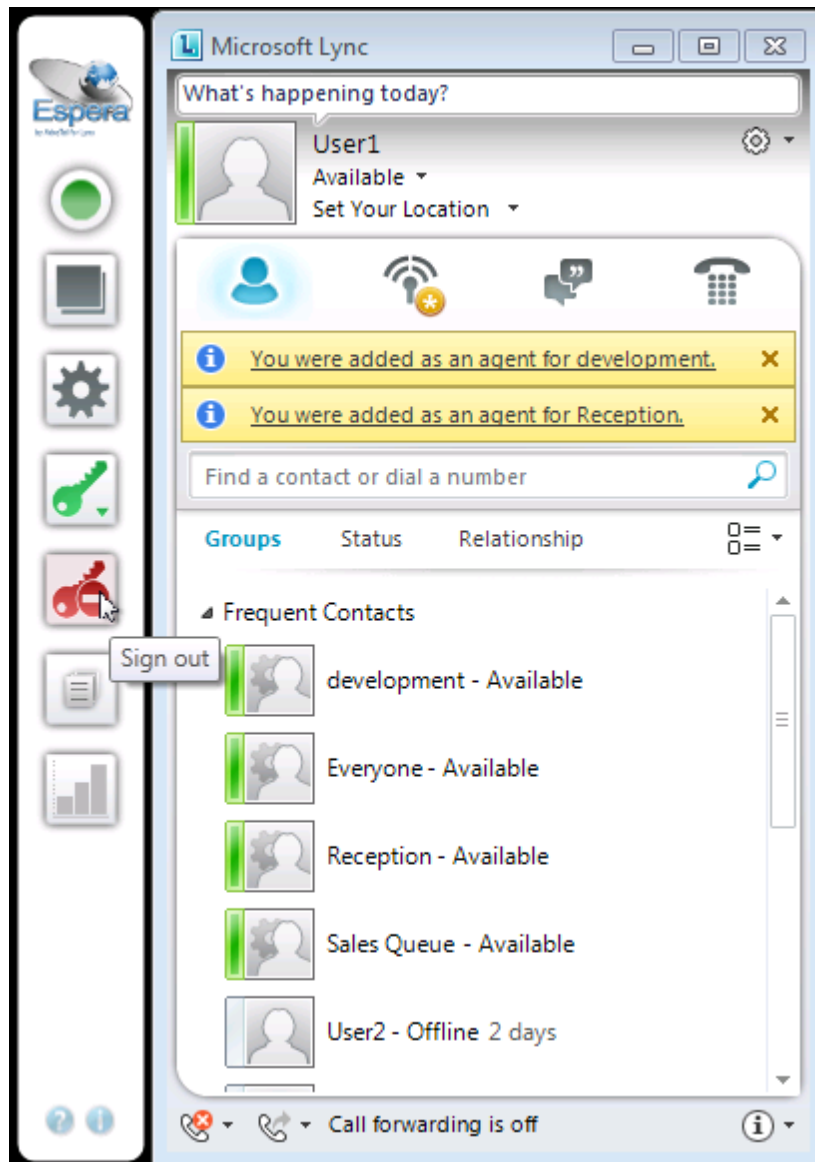




## 4.5 Espera Client Sidebar - "Sign Out" Button

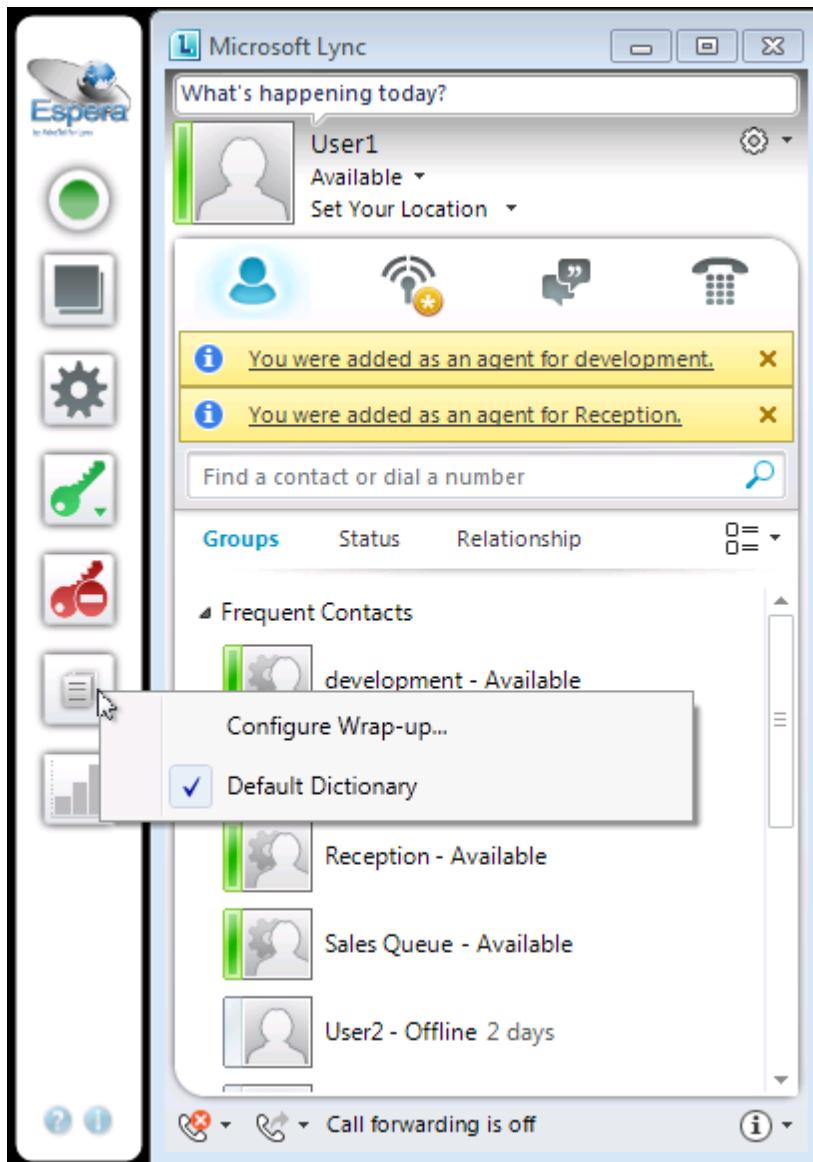
The "Sign Out" button allows the currently logged in user to sign-out of all "Response Groups" with a single mouse click.

NOTE: The sign-out button will not affect the "informal" agents.



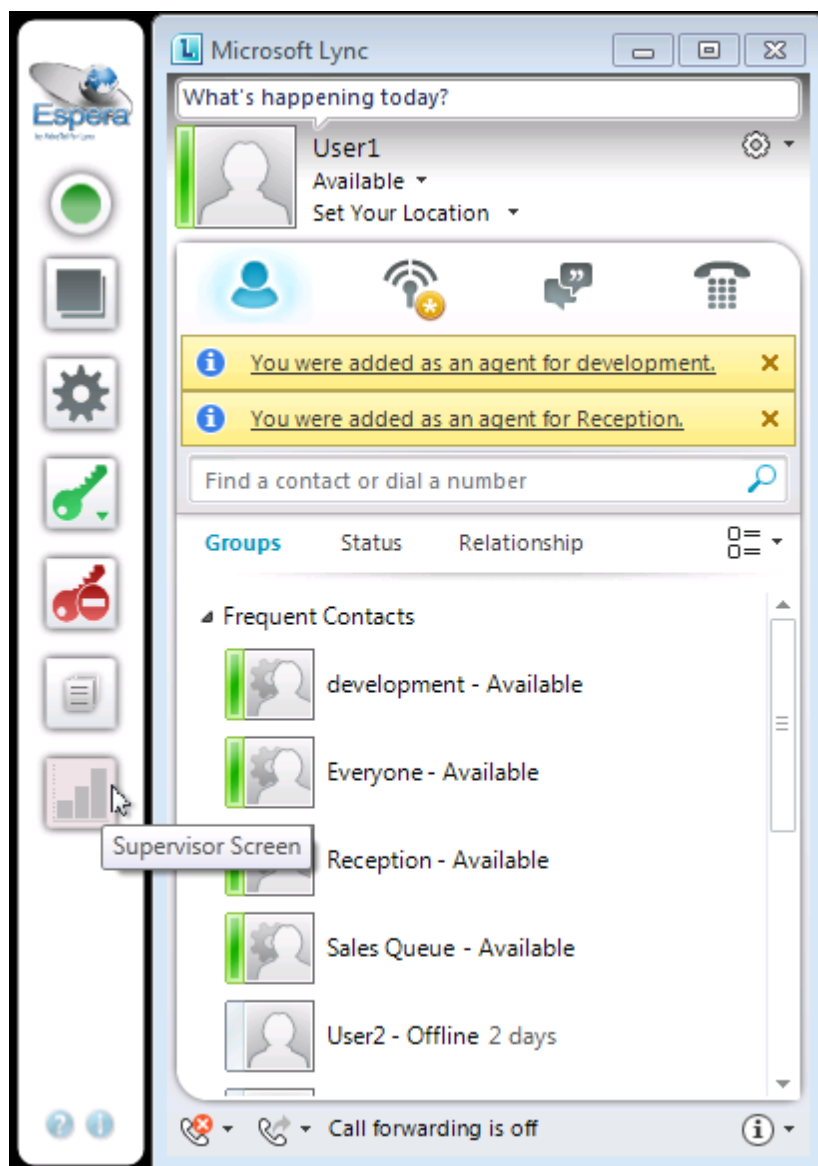
## 4.6 Espera Client Sidebar - "Wrap-up" Button

The "Wrap-up" button allows the nomination of the default dictionary to be displayed by the wrap-up dialog box after a call is completed. [Administrators](#)<sup>[42]</sup> or [Supervisors](#)<sup>[108]</sup> also have configuration access to the wrap-up dictionaries.



## 4.7 Espera Client Sidebar - "Supervisor Screen" Button

Available to [Administrators](#)<sup>[42]</sup> and [Supervisors](#)<sup>[108]</sup> only. The "Supervisor Screen" button allows on-screen or printed ad-hoc historical reporting from the configured historical reports for the selected time period (Last 10 minutes, Last 60 minutes or Today).



Espera Historical

## Supervisor Screen

AdvaTel All Queues

| Queue Name        | Total Calls Received | Total Queue Calls Answered | Total Calls Aband | % Calls Aband | Avg Talk Time | Avg Queue Time | Avg Wait Time | Longest Wait | Total Calls Overflow | Total Calls Interflow |
|-------------------|----------------------|----------------------------|-------------------|---------------|---------------|----------------|---------------|--------------|----------------------|-----------------------|
| Support Queue     | 0                    | 0                          | 0                 | 0.00%         | 00:00:00      | 00:00:00       | 00:00:00      | 00:00:00     | 0                    | 0                     |
| dmitryqueue3      | 0                    | 0                          | 0                 | 0.00%         | 00:00:00      | 00:00:00       | 00:00:00      | 00:00:00     | 0                    | 0                     |
| Everyone          | 3                    | 1                          | 2                 | 66.67%        | 00:00:09      | 00:00:01       | 00:00:26      | 00:01:08     | 0                    | 0                     |
| Sales Queue       | 0                    | 0                          | 0                 | 0.00%         | 00:00:00      | 00:00:00       | 00:00:00      | 00:00:00     | 0                    | 0                     |
| Reception Queue   | 7                    | 2                          | 5                 | 71.43%        | 00:00:10      | 00:00:02       | 00:00:18      | 00:01:14     | 0                    | 0                     |
| dmitryqueue2      | 0                    | 0                          | 0                 | 0.00%         | 00:00:00      | 00:00:00       | 00:00:00      | 00:00:00     | 0                    | 0                     |
| Development Queue | 0                    | 0                          | 0                 | 0.00%         | 00:00:00      | 00:00:00       | 00:00:00      | 00:00:00     | 0                    | 0                     |
| dmitryqueue1      | 0                    | 0                          | 0                 | 0.00%         | 00:00:00      | 00:00:00       | 00:00:00      | 00:00:00     | 0                    | 0                     |
| ABC Recep Queue   | 0                    | 0                          | 0                 | 0.00%         | 00:00:00      | 00:00:00       | 00:00:00      | 00:00:00     | 0                    | 0                     |
| Max Queue         | 7                    | 6                          | 1                 | 14.29%        | 00:00:04      | 00:00:02       | 00:00:08      | 00:00:15     | 0                    | 0                     |
| Total             | 17                   | 9                          | 8                 | 47.06%        | 00:00:06      | 00:00:02       | 00:00:15      | 00:01:14     | 0                    | 0                     |

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Page 1 of 1

Print Export Close

Queues (Screen)

- Last 10 minutes
- Last 60 minutes
- Today

Queues

- Select All
- ☒ Support Queue
- ☒ dmitryqueue3
- ☒ Everyone
- ☒ Sales Queue
- ☒ Reception Queue
- ☒ dmitryqueue2
- ☒ Development Queue
- ☒ dmitryqueue1
- ☒ ABC Recep Queue

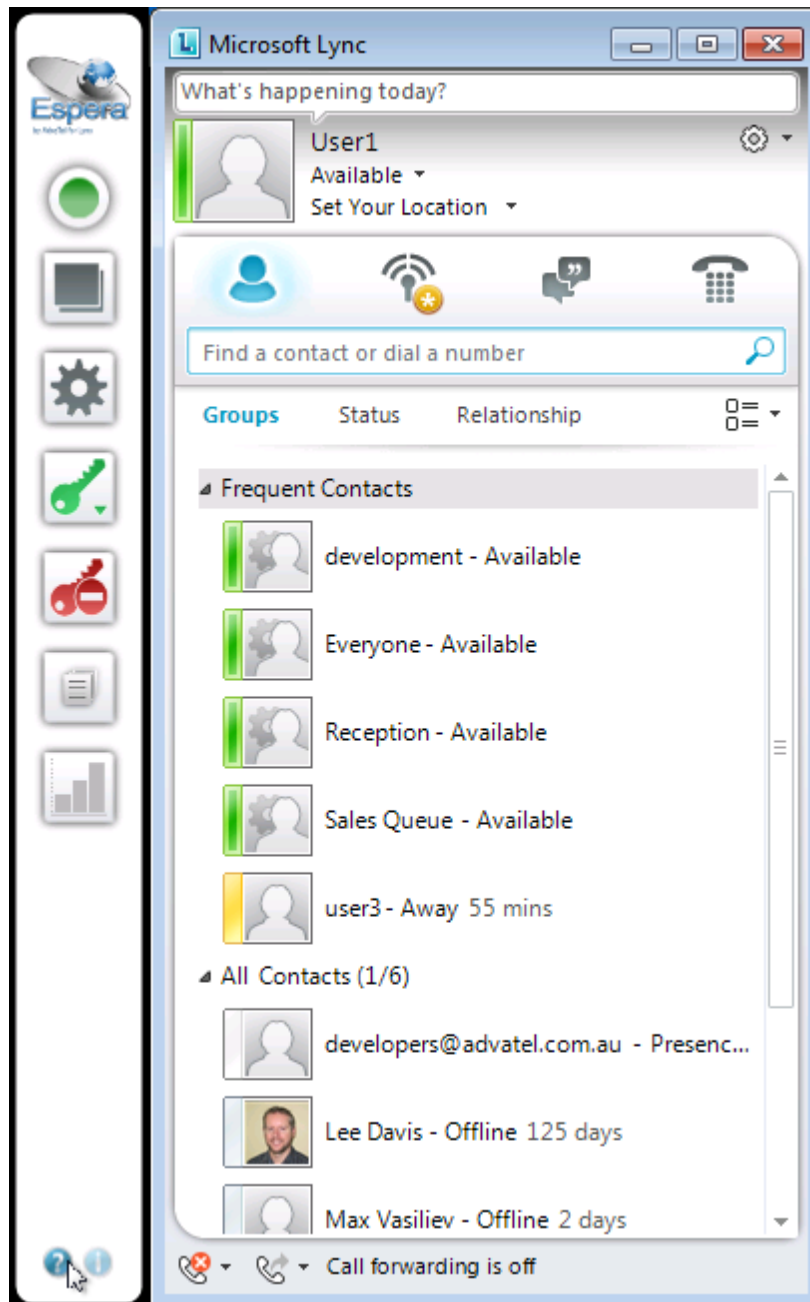
Agents

- Select All
- ☒ sip:brendan@advatel.com.au
- ☒ sip:user1@advatel.com.au
- ☒ sip:max@advatel.com.au
- ☒ sip:user3@advatel.com.au
- ☒ sip:dmitry@advatel.com.au
- ☒ sip:user2@advatel.com.au
- ☒ sip:lee@advatel.com.au
- ☒ sip:glenn@advatel.com.au
- ☒ sip:wallboard@advatel.com.au

Refresh

## 4.8 Espera Client Sidebar - "Help" Button

Launches the online Espera User Manual

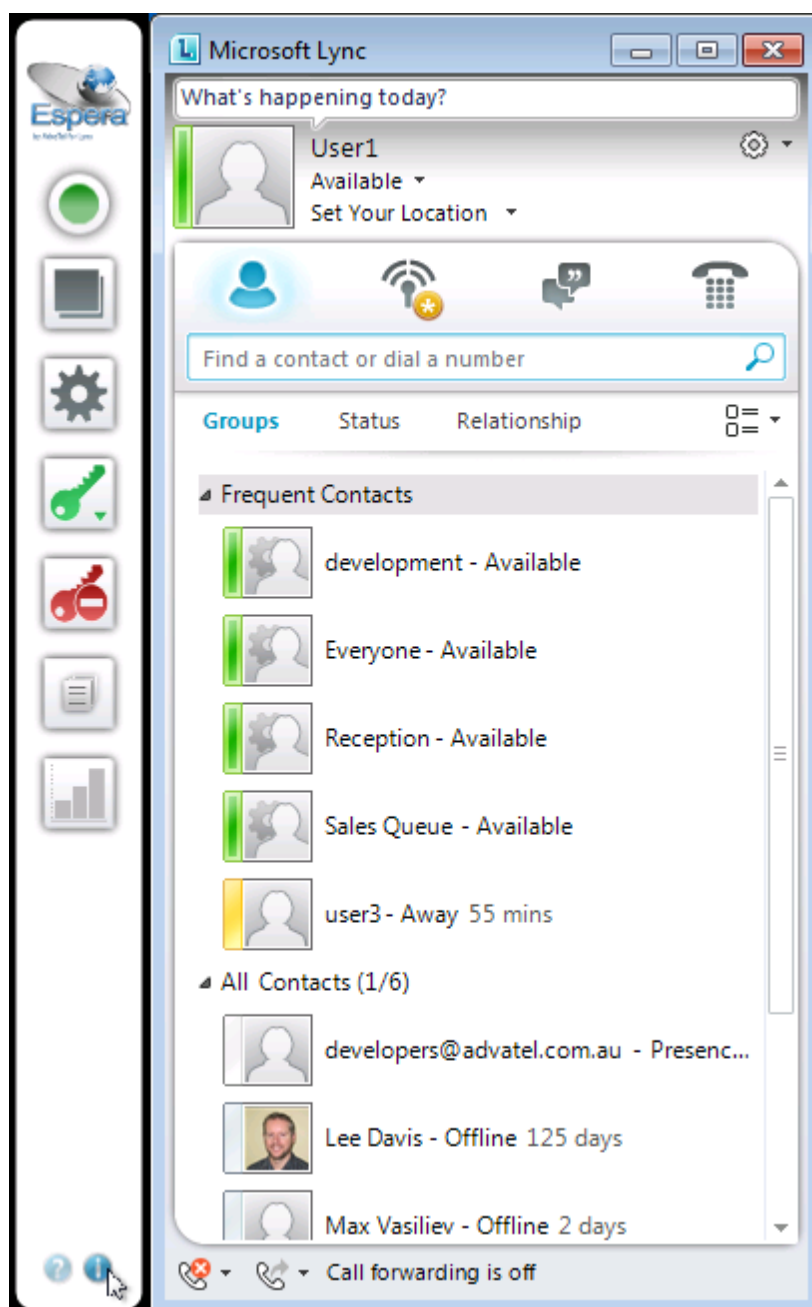


## 4.9 Espera Client Sidebar - "About" Button

Launches the "About Espera" dialogue containing:

- Espera Client Version Information
- License Agreement

- Export Log (Exports the Espera Client log file for use by support)

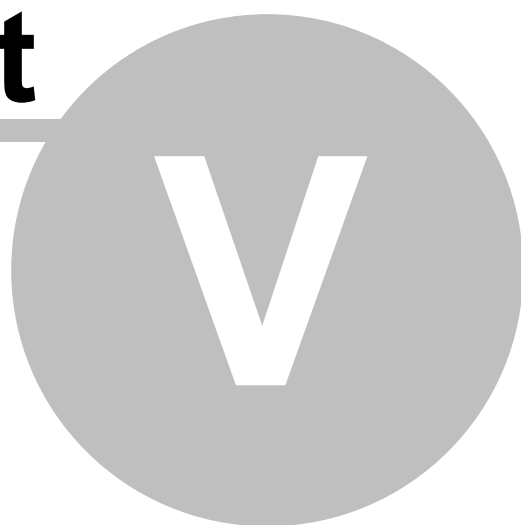






# Part

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## 5 Espera Client Configuration

The level of configuration settings for the Espera Client is controlled by the "User's" role, as configured by the administrator in the Espera Configuration Manager.

Initial setup and configuration of the Espera Real Time display can only be performed by the Lync user whose URI is specified as the "administrator URI" in the Espera Server Configuration Manager, or, if partitioning is enabled, by the Lync user whose URI is specified as the "administrator URI" for that specific domain.

### 5.1 Espera Client Roles

The Espera has provision for four (4) [User](#)<sup>[48]</sup> roles:

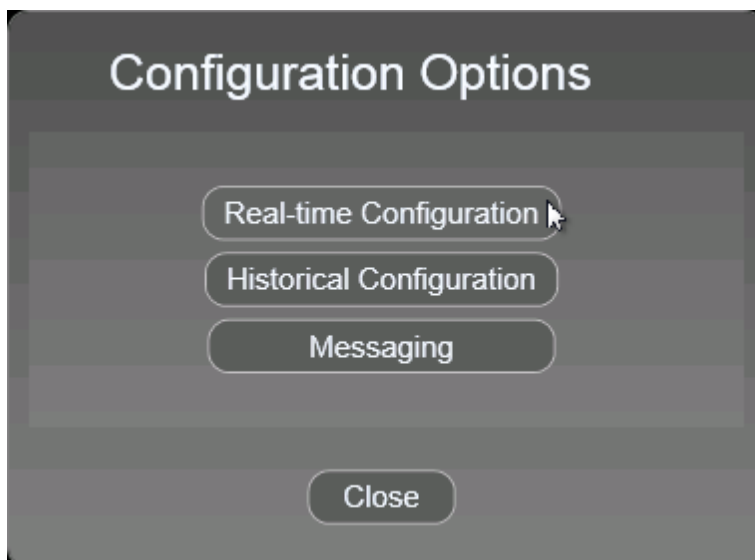
- [Administrator](#)<sup>[42]</sup>
- [Supervisor](#)<sup>[108]</sup>
- [Agent](#)<sup>[109]</sup>
- [Wallboard](#)<sup>[110]</sup>

### 5.2 Administrator Configuration

Administrators have full and unrestricted access to all configuration options available at the Espera client.

Administrators configure "[User Sets](#)<sup>[44]</sup>", assign "[Users](#)<sup>[48]</sup>" to the "User Sets", allocate a role to the "User" and configure Real Time displays for either individual "Users" , "User Sets" or "[Default Configuration](#)<sup>[43]</sup>"..

#### 5.2.1 Real Time Configuration



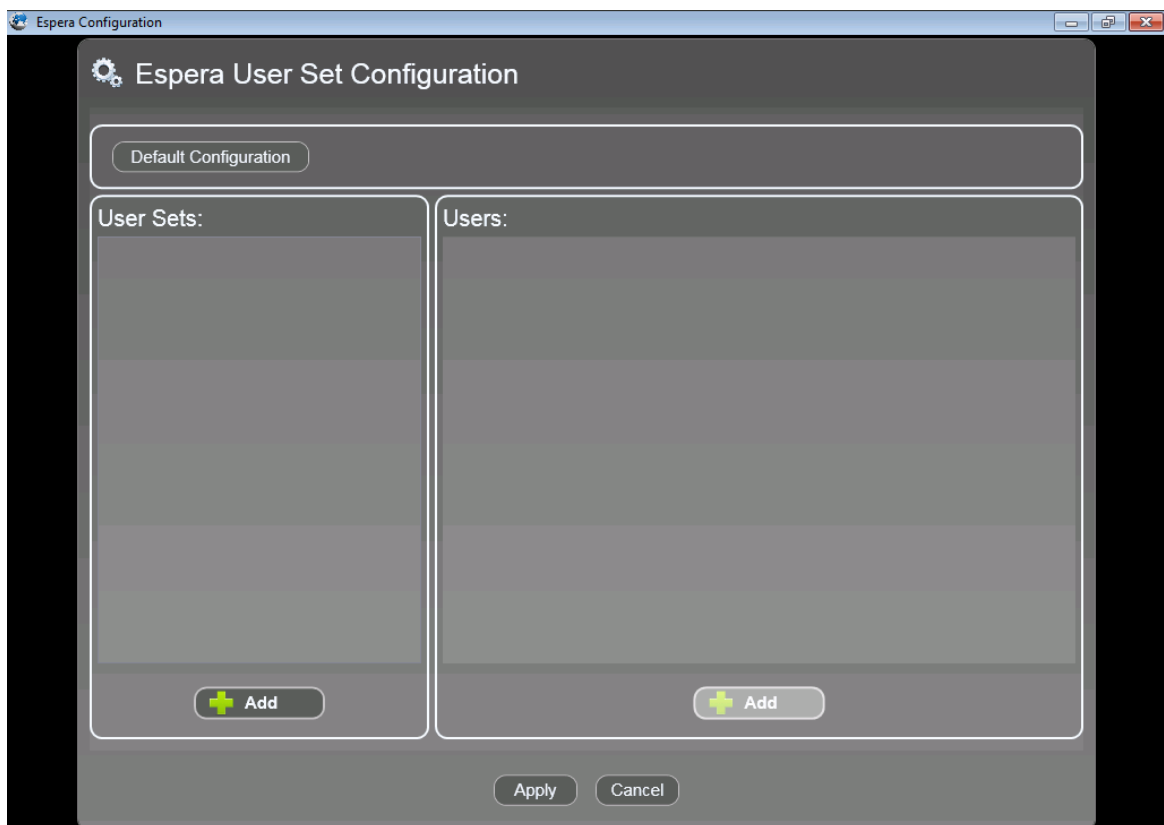
### 5.2.1.1 Create/Modify the Real-Time Display "Default Configuration"

The "Default Configuration" applies to all "User Sets" and/or "Users" whose Real Time display configuration is displayed as "Inherited". "Inherited" is the default for all newly created "User Sets" and "Users". If Real Time display configuration has been previously assigned to a "User Set" or "User" it can be reset to "Inherited" by clicking on the <Reset> button.

If the "Default Configuration" is "Inherited", then an Espera User will receive NO Real Time display, if no "Custom" Real Time display configuration is assigned to the "User Set" or "User".

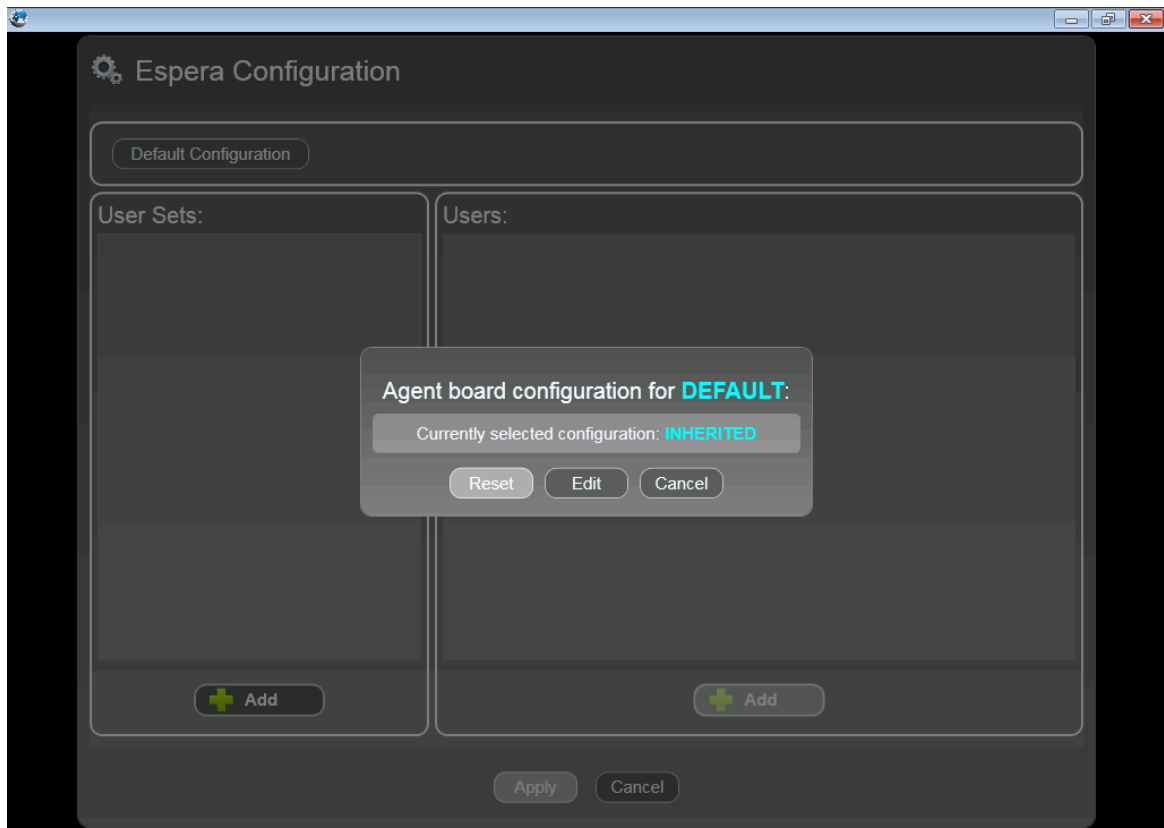
#### 5.2.1.1.1 Create/Modify the Real-Time Display "Default Configuration" - Step 1

Select <Default Configuration>



## 5.2.1.1.2 Create/Modify the Real-Time Display "Default Configuration" - Step 2

Select <Edit> to create the "Default Configuration" template



## 5.2.1.1.3 Create/Modify the Real-Time Display "Default Configuration" - Step 3

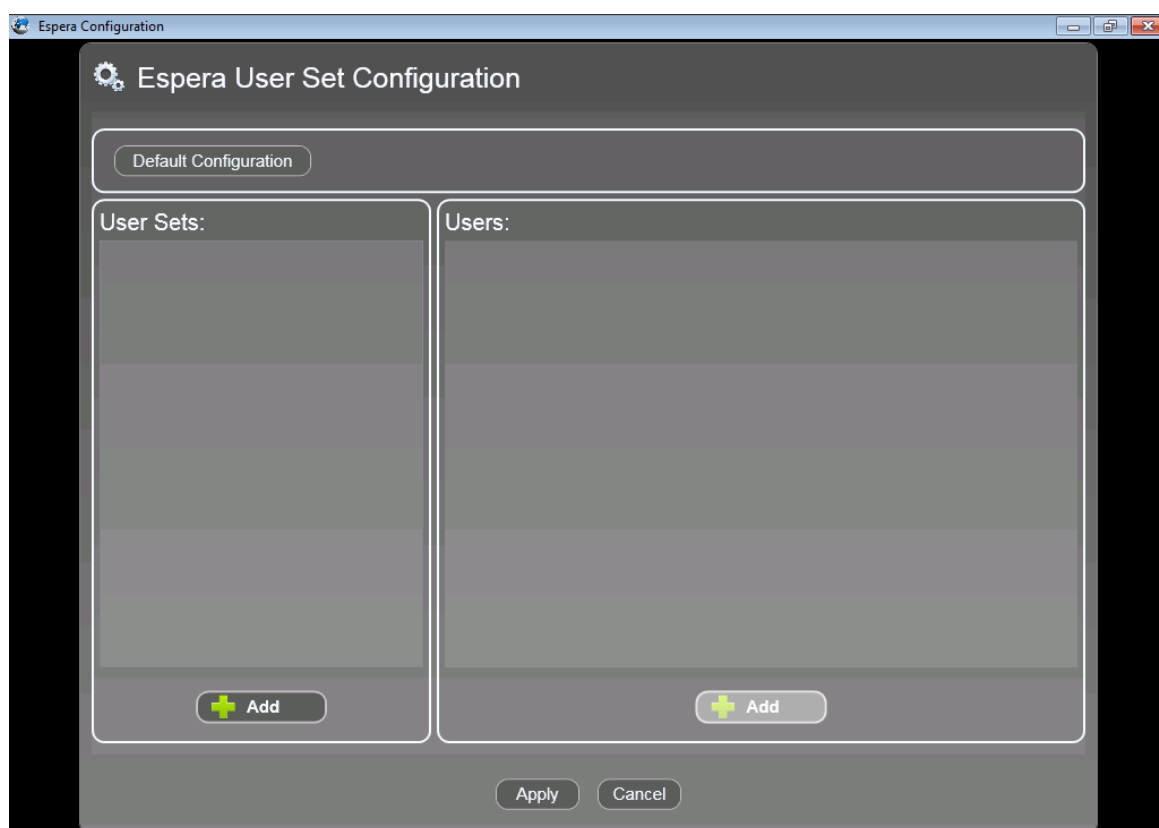
Follow directions from [Create/Modify a "Custom" Real-Time Display- Step 3](#)<sup>56</sup> onwards

**5.2.1.2 Create/Modify "User Sets"**

A "User Set" is a group of Users (not to be confused with Microsoft Lync Response Groups). "User Sets" introduce a way to assign the same Real-Time display configuration to multiple "Users" at once. The Real-Time configuration assigned to a "User Set" will be applicable to all "Users" added to the set unless the "User" has an individual "Custom" Real-Time display configuration assigned to it.

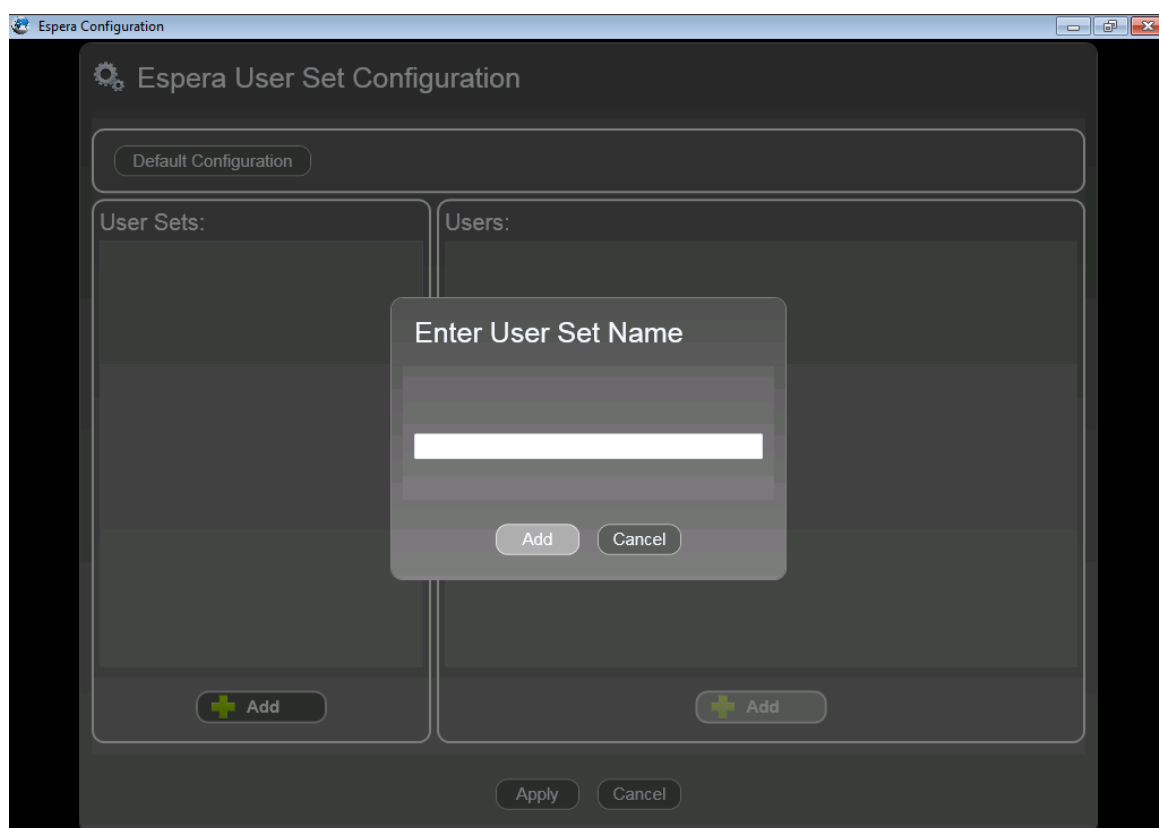
## 5.2.1.2.1 Create/Modify "User Sets" - Step 1

Select <Add> from the "User Sets" column



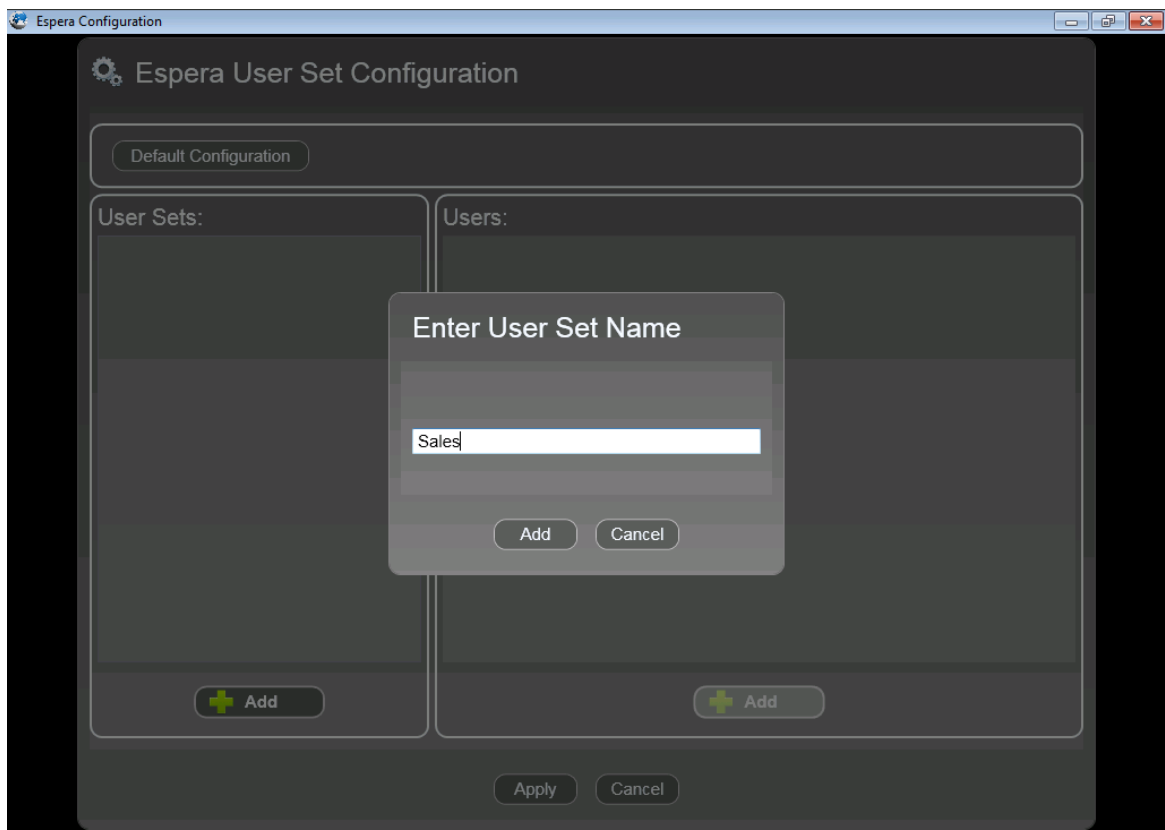
## 5.2.1.2.2 Create/Modify "User Sets" - Step 2

Create a name for the User Set



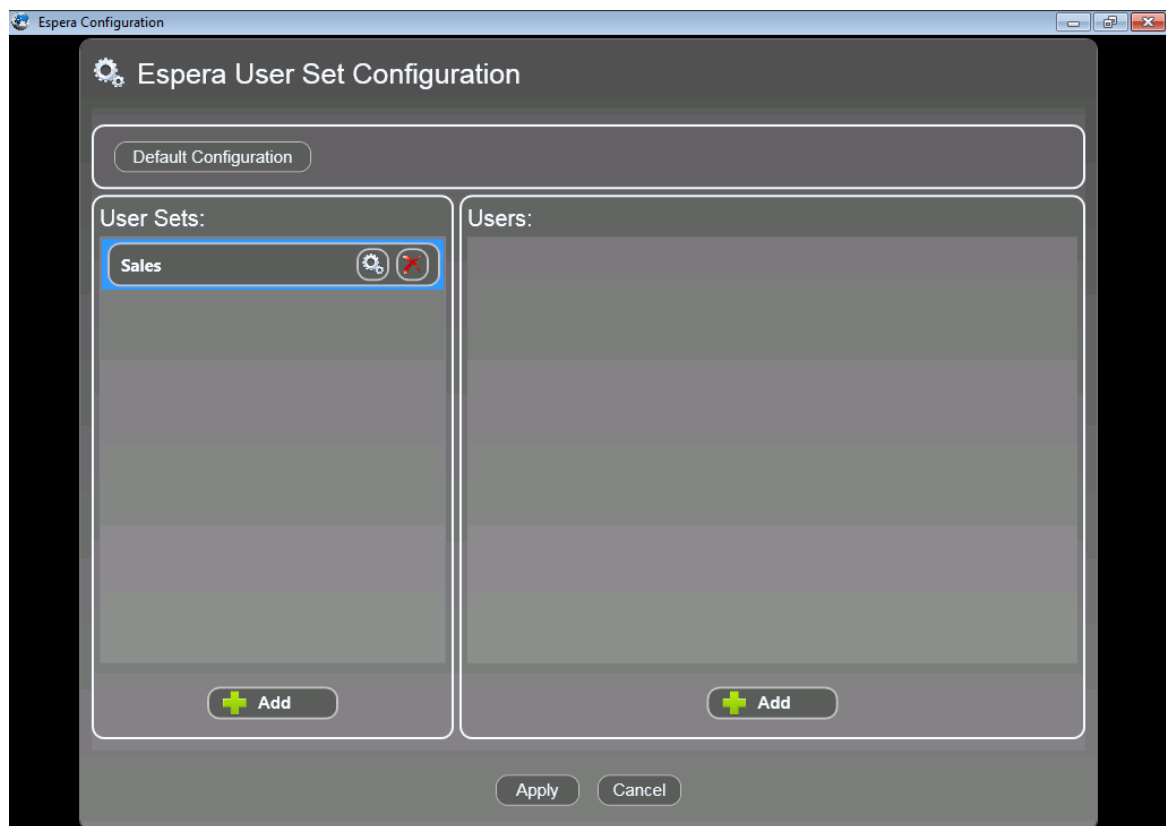
## 5.2.1.2.3 Create/Modify "User Sets" - Step 3

Select <Add> to confirm the newly created "User Set"



## 5.2.1.2.4 Create/Modify "User Sets" - Step 4

Confirm the "User Set" has created correctly by selecting the name of the newly created "User Set". The <Add> button in the "Users" column will now be active.



## 5.2.1.3 Assign "Users" to "User Sets"

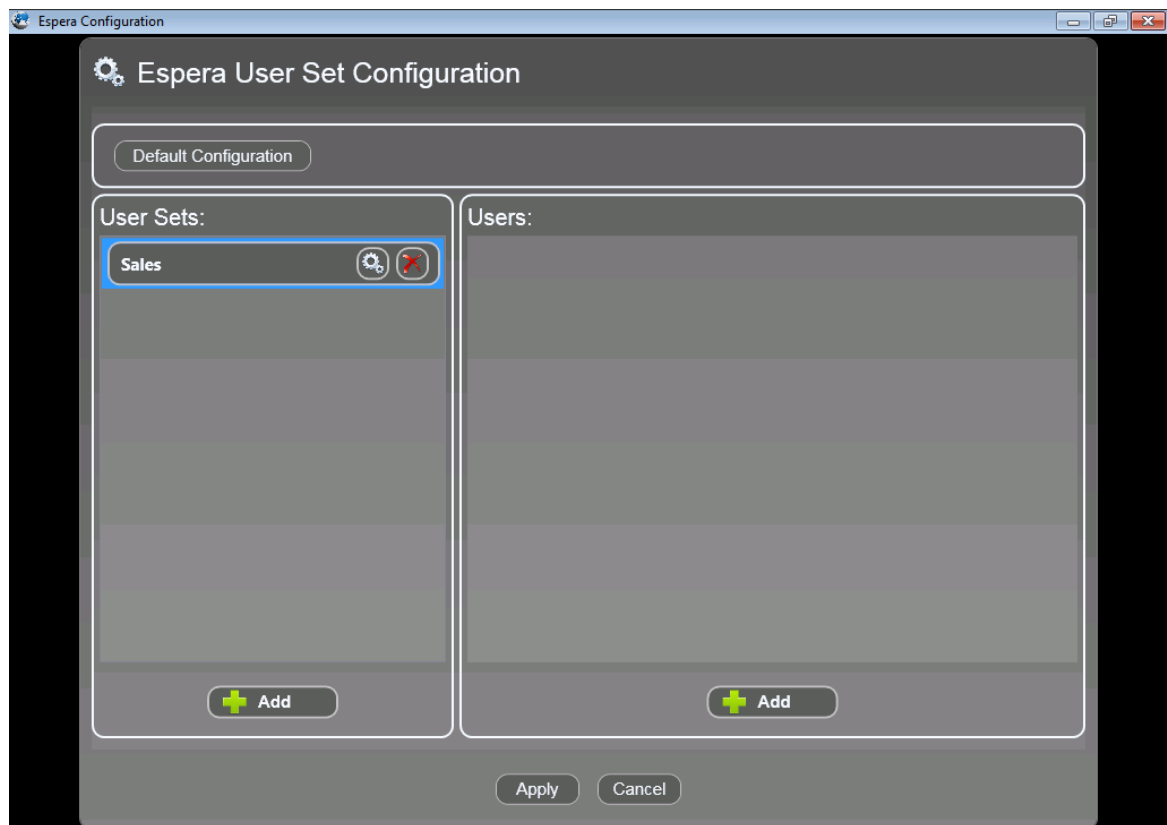
Espera "Users" and Microsoft Lync Users are the same and are identified by their SIP URI.

When a "User" logs into Microsoft Lync, Espera will automatically provide that user with the Real-Time Display assigned to it.

## 5.2.1.3.1 Assign "Users" to "User Sets" - Step 1

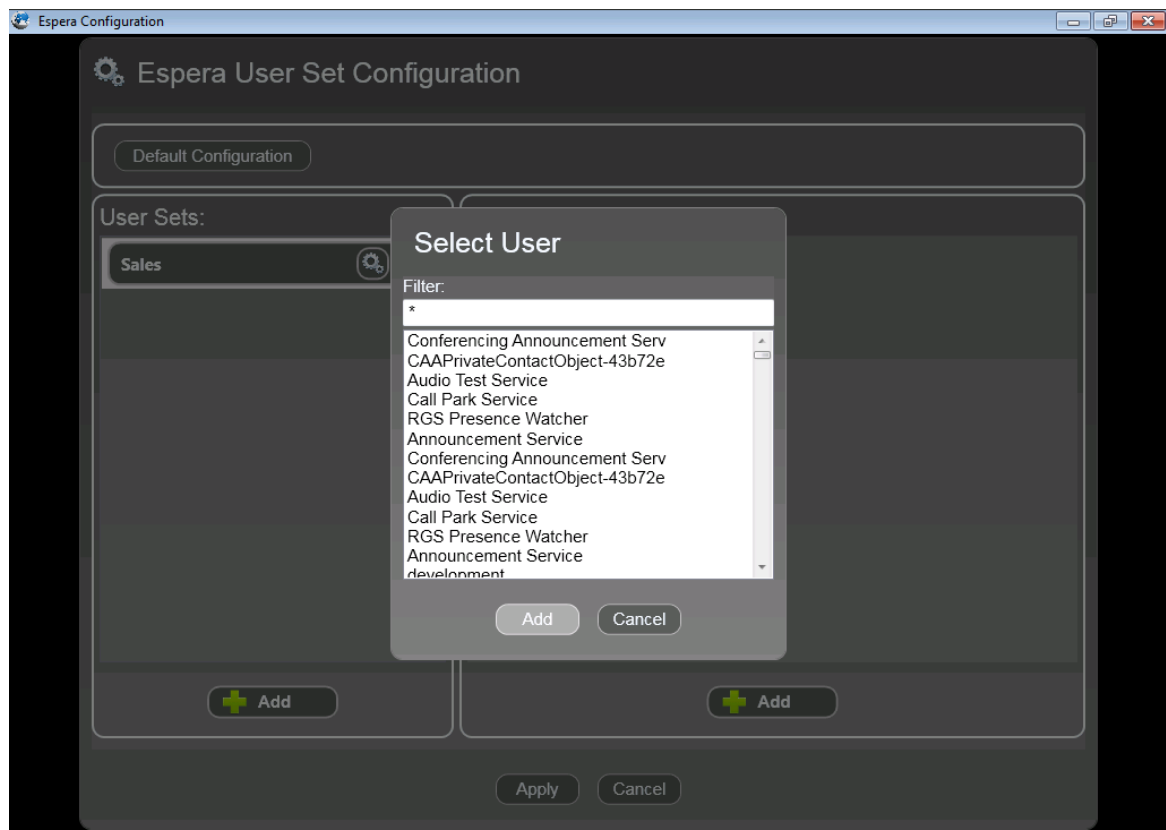
1. Select the name of the "User Set" to add users into.
2. Select the <Add> button in the "Users" column.





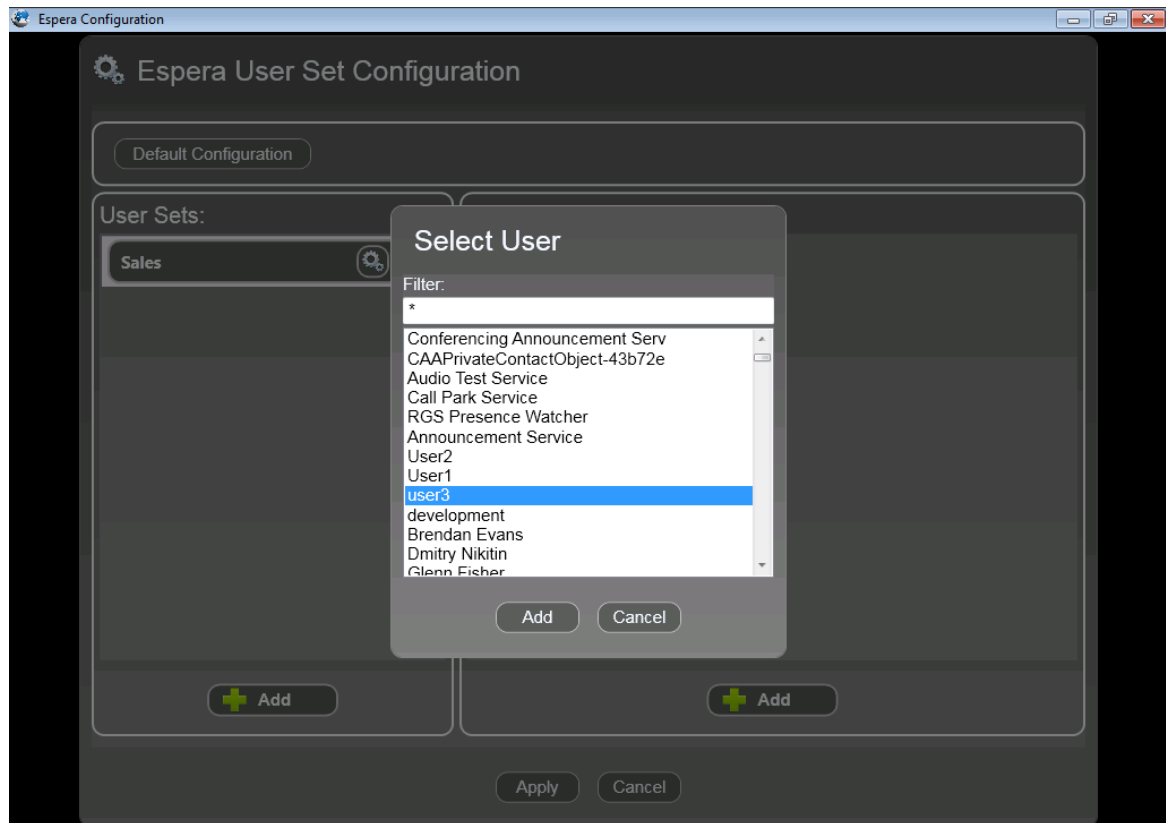
## 5.2.1.3.2 Assign "Users" to "User Sets" - Step 2

Scroll, or enter the users name in the "Filter", to find the user to add into the "User Set"



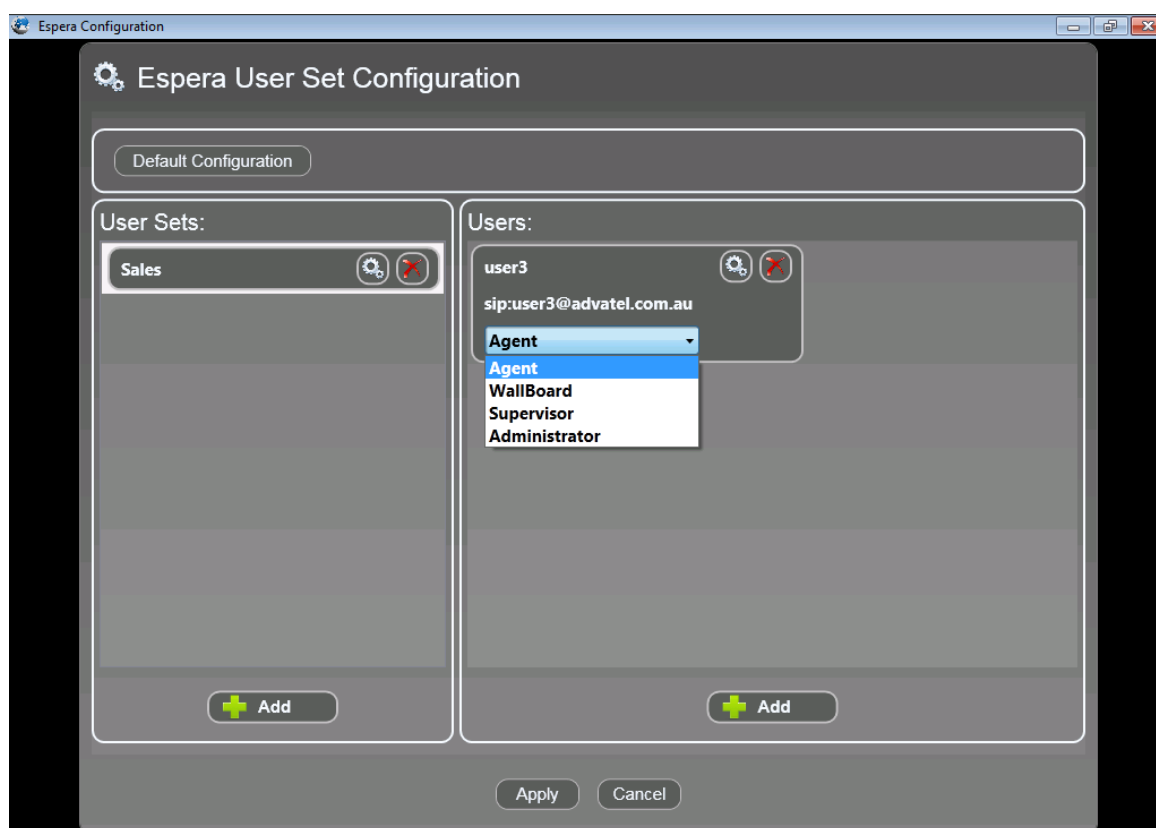
## 5.2.1.3.3 Assign "Users" to "User Sets" - Step 3

1. Select the user name to add into the "User Set"
2. Select <Add>



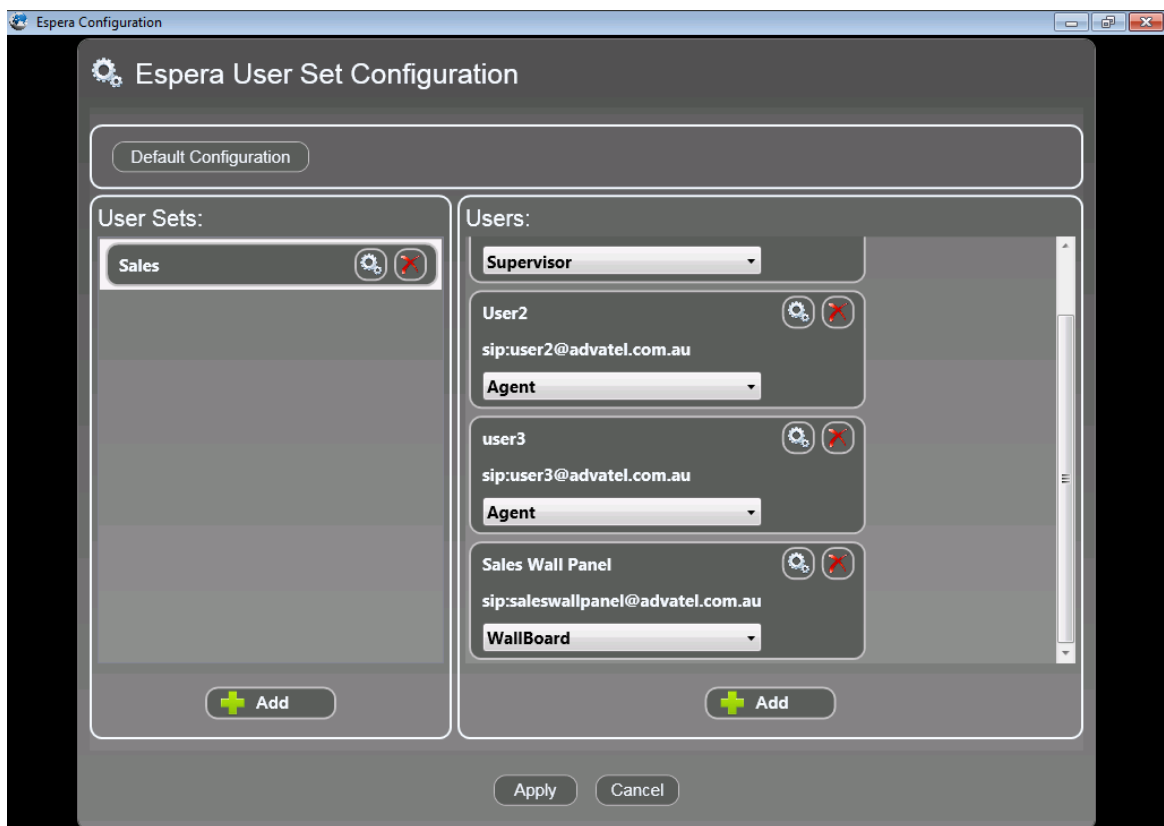
## 5.2.1.3.4 Assign "Users" to "User Sets" - Step 4

Select the "User" [role](#) from the drop down list



## 5.2.1.3.5 Assign "Users" to "User Sets" - Step 5

Once all "Users" have been added to the "User Set" (with the appropriate role), select <Apply> to confirm the updated configuration into the Espera Server.



## 5.2.1.4 Create/Modify a "Custom" Real-Time Display


The Real-Time Display can be either "INHERITED" or "CUSTOM".

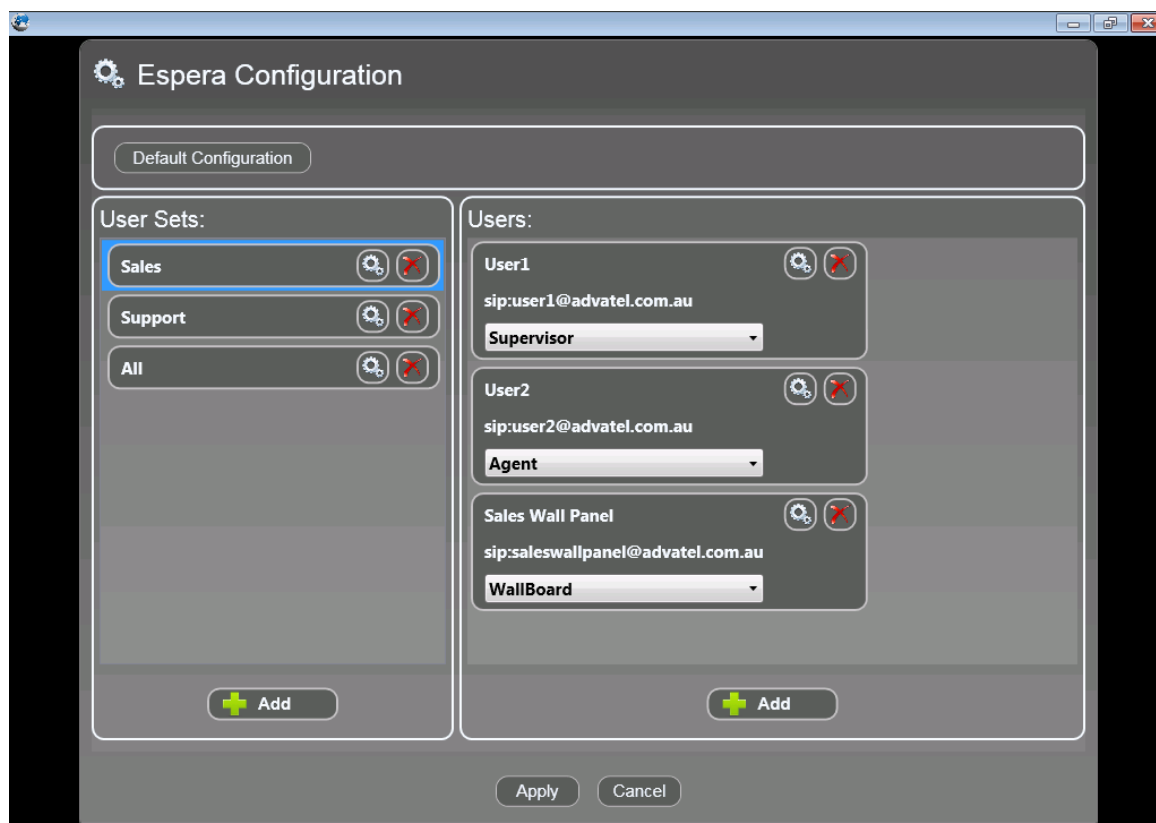
"INHERITED" is using the Real-Time Display configuration from the parent associated to *that* configuration (i.e. a [User's](#)<sup>[48]</sup> parent is the [User Set](#)<sup>[44]</sup>, which that user is assigned too. A [User Set's](#)<sup>[44]</sup> parent is the [Default Configuration](#)<sup>[43]</sup>).

A "CUSTOM" Real-Time Display, is a customized Real-Time Display configuration belonging to that [User Set](#)<sup>[44]</sup> or [User](#)<sup>[48]</sup>.

## 5.2.1.4.1 Create/Modify a "Custom" Real-Time Display - Step 1

1. Select the "User Group" to create the "Custom" Real-Time Display configuration.

2. Click on the  icon to select the template options

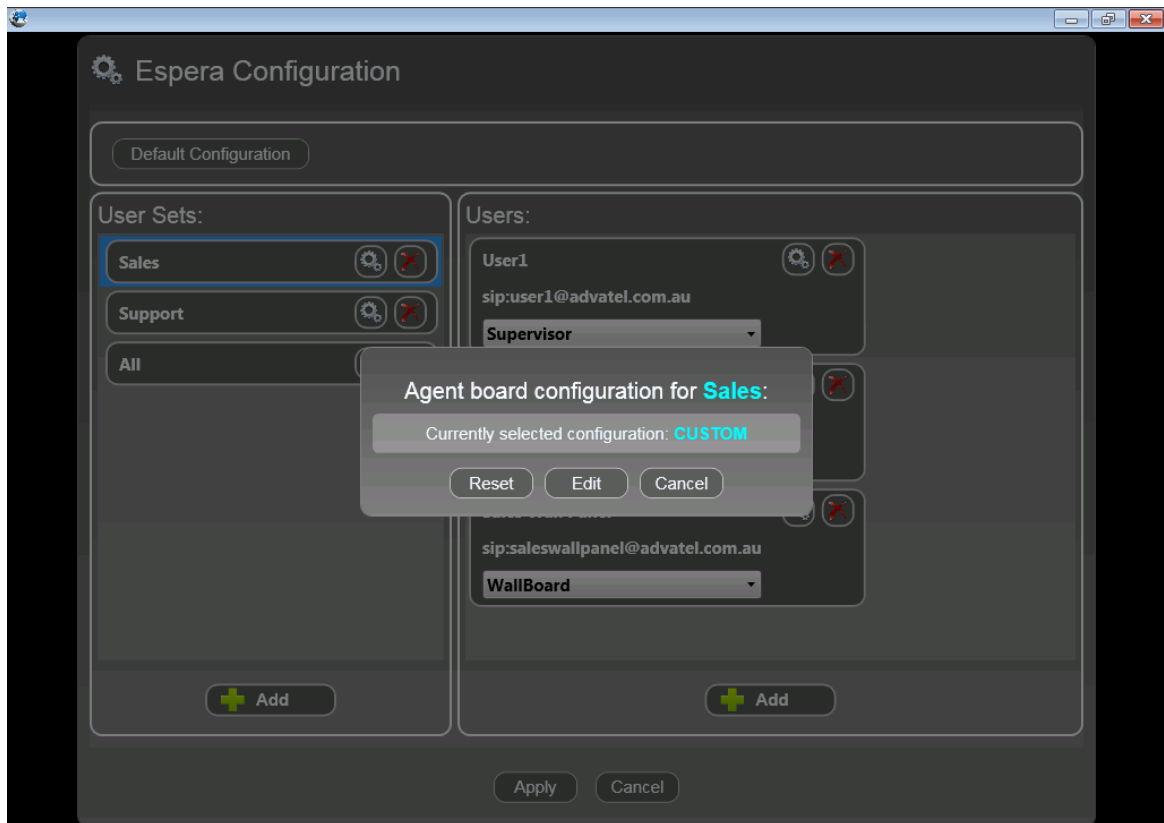


#### 5.2.1.4.2 Create/Modify a "Custom" Real-Time Display - Step 2

Select <Edit> to create a "Custom" Real-Time Display configuration

OR

Select <Reset> to reset the Real-Time Display configuration to "INHERITED" (i.e. use the parent configuration)

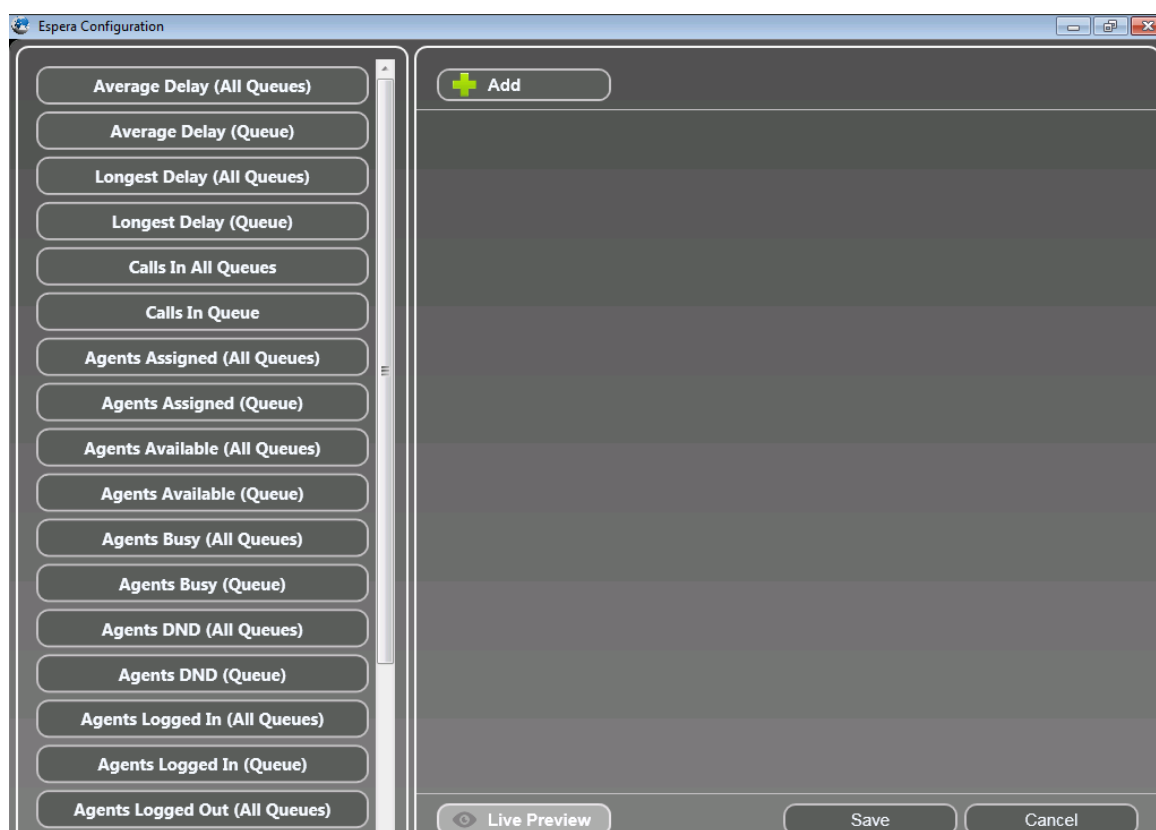


#### 5.2.1.4.3 Add a Real-Time Display Row

A "Custom" Real-Time Display configuration can contain one (1) or many rows to display field information for one (1) or multiple Microsoft Lync Queues.

## 5.2.1.4.3.1 Add a Real-Time Display Row - Step 1

Select <Add> to create a "Row" to display in the Espera Real-Time Display.





## 5.2.1.4.3.2 Add a Real-Time Display Row - Step 2

Select <Add> again to create as many "Rows" as required to be displayed in the Espera Real-Time Display.

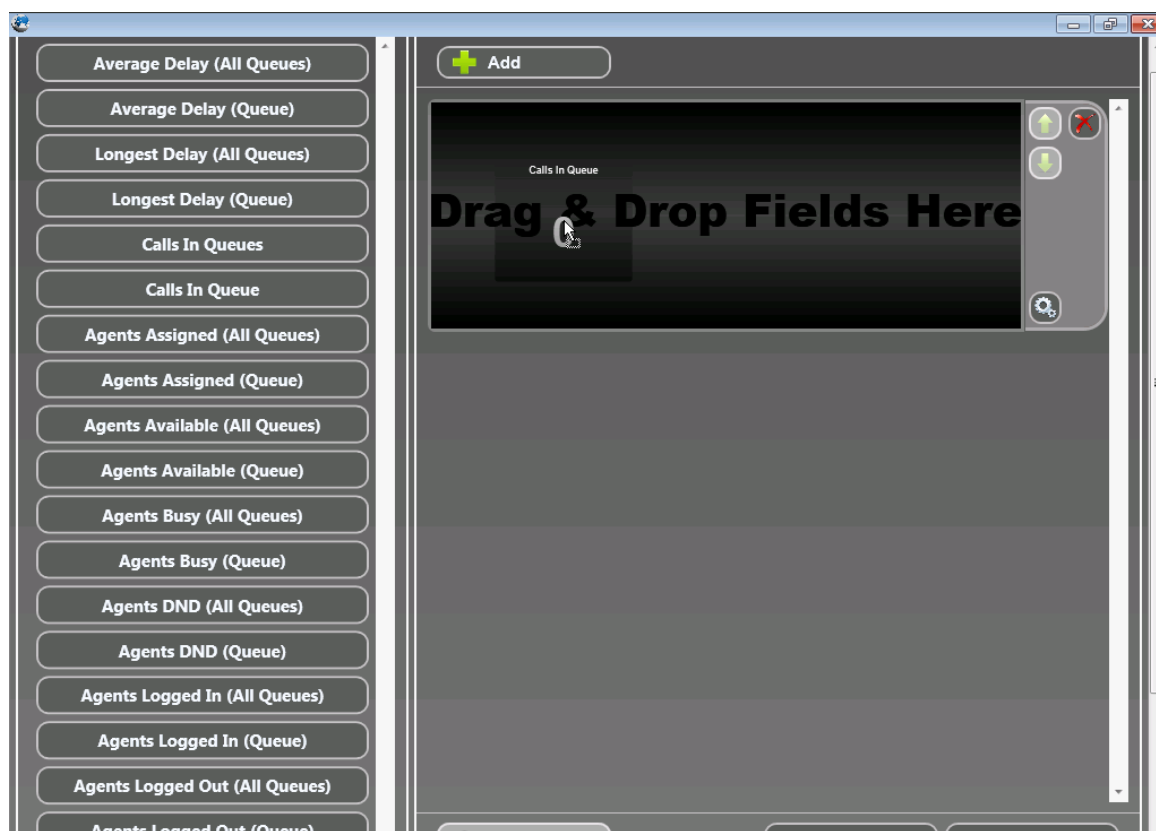


## 5.2.1.4.4 Add Fields to a Row

A "Row" can contain zero or many fields to be displayed on the Espera Real-Time Display.

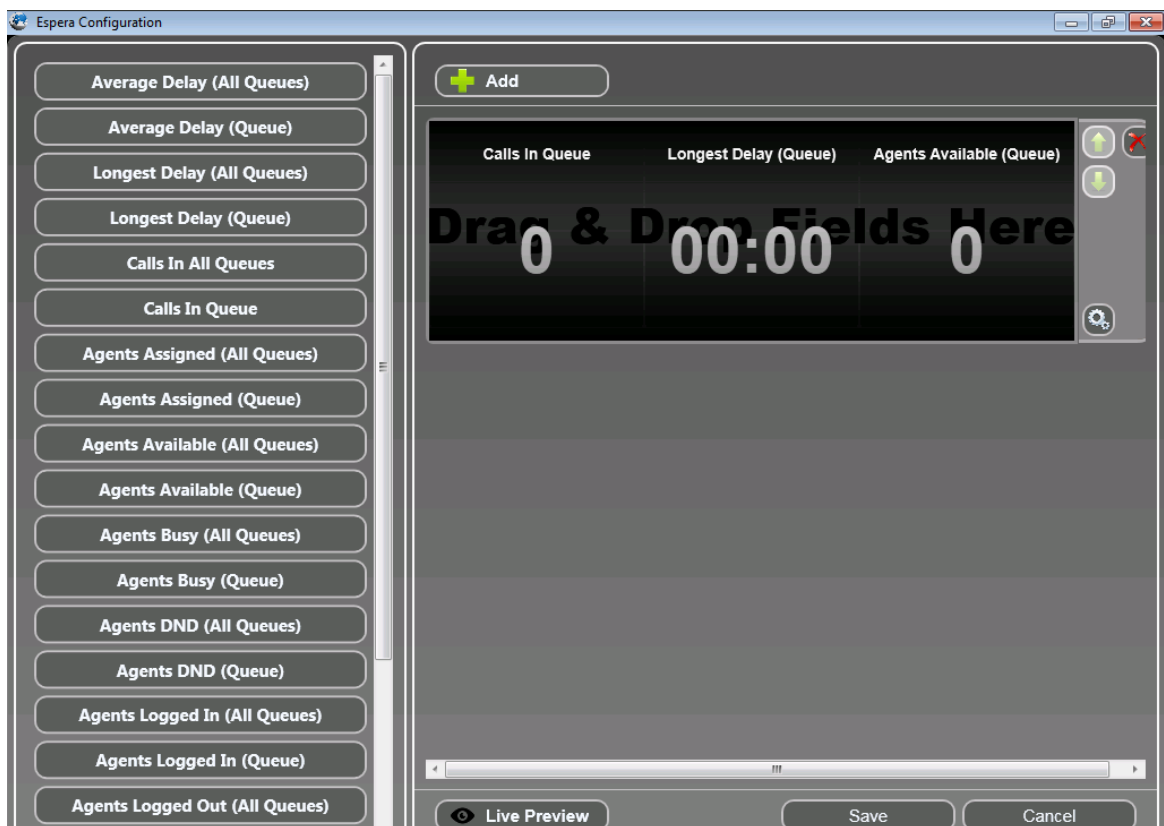
## 5.2.1.4.4.1 Add Fields to a Row - Step 1

To assign fields to a row, drag and drop the required field from the available list into the desired location in the required row (if multiple rows have been created).



## 5.2.1.4.4.2 Add Fields to a Row - Step 2

Continue adding fields to the row(s), until all required fields are added and located in the desired position within the row(s).



## 5.2.1.4.5 Create / Modify Field Thresholds

Each field can be configured to change it's display characteristics based on threshold settings.


Characteristics available to each individual threshold setting are:

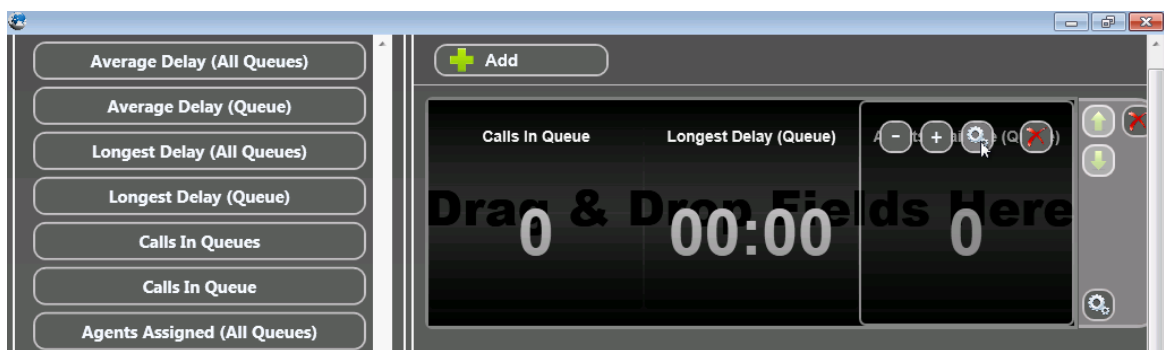
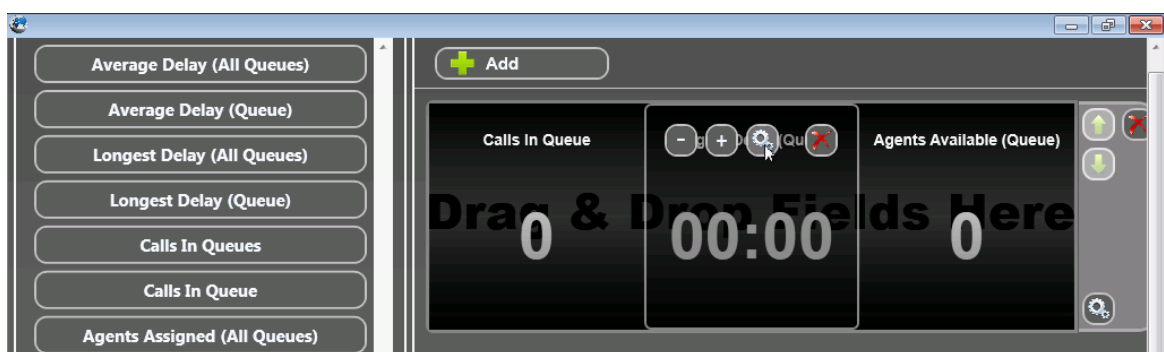
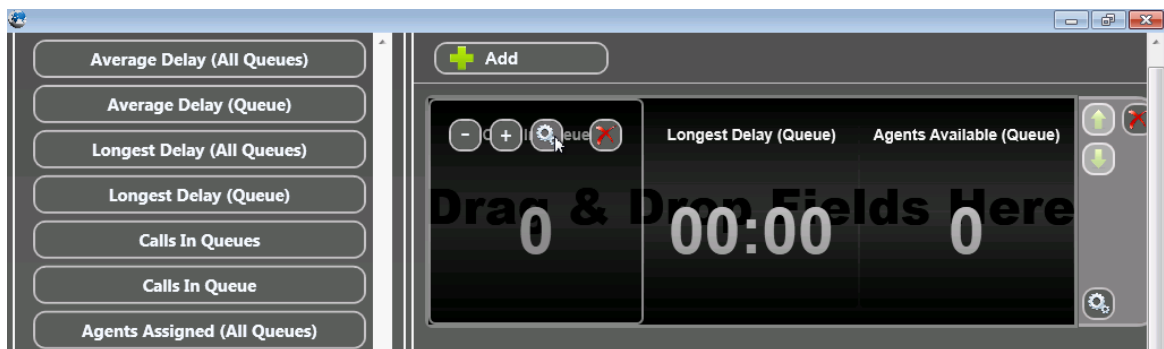
Font Color - White, Green, Amber, Red

Background Color - Green, Amber, Red, Transparent, White


Animation - Static, Flashing, Pulsating

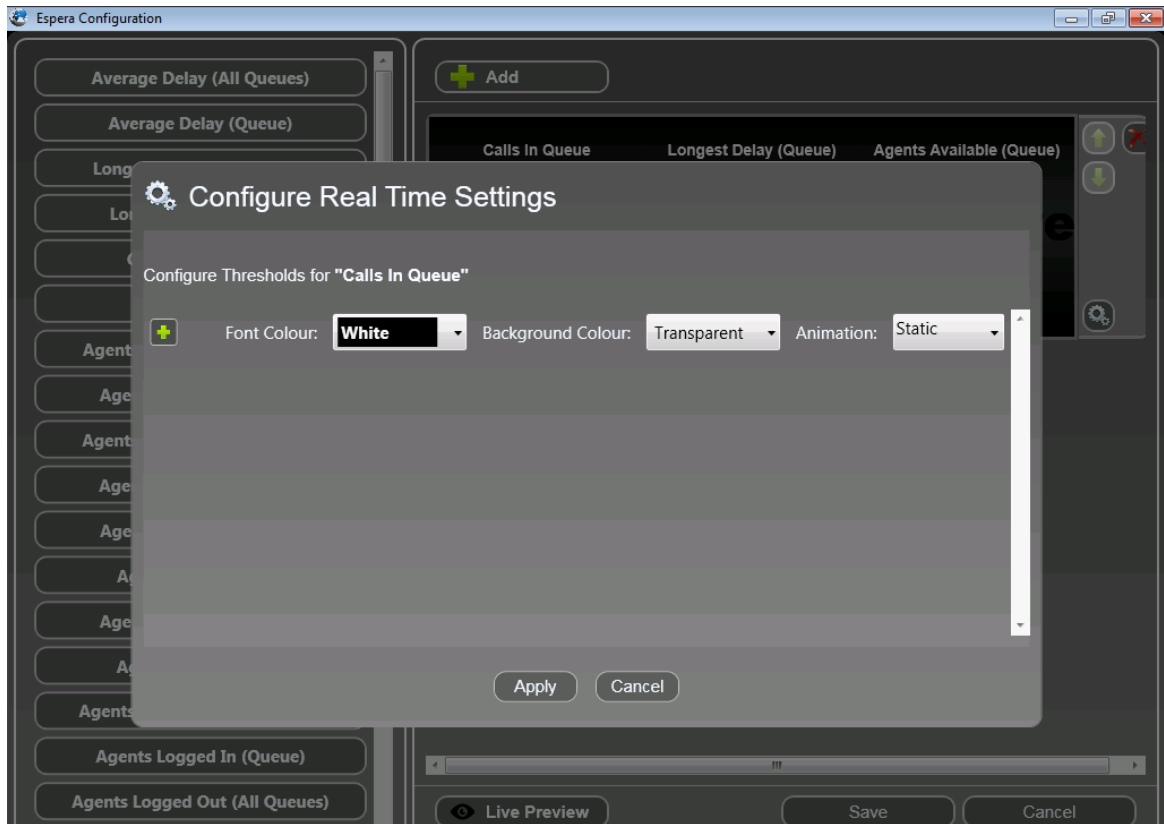
## 5.2.1.4.5.1 Create / Modify Field Thresholds - Step 1

Click on the  icon in each assigned field, to edit that field's threshold settings



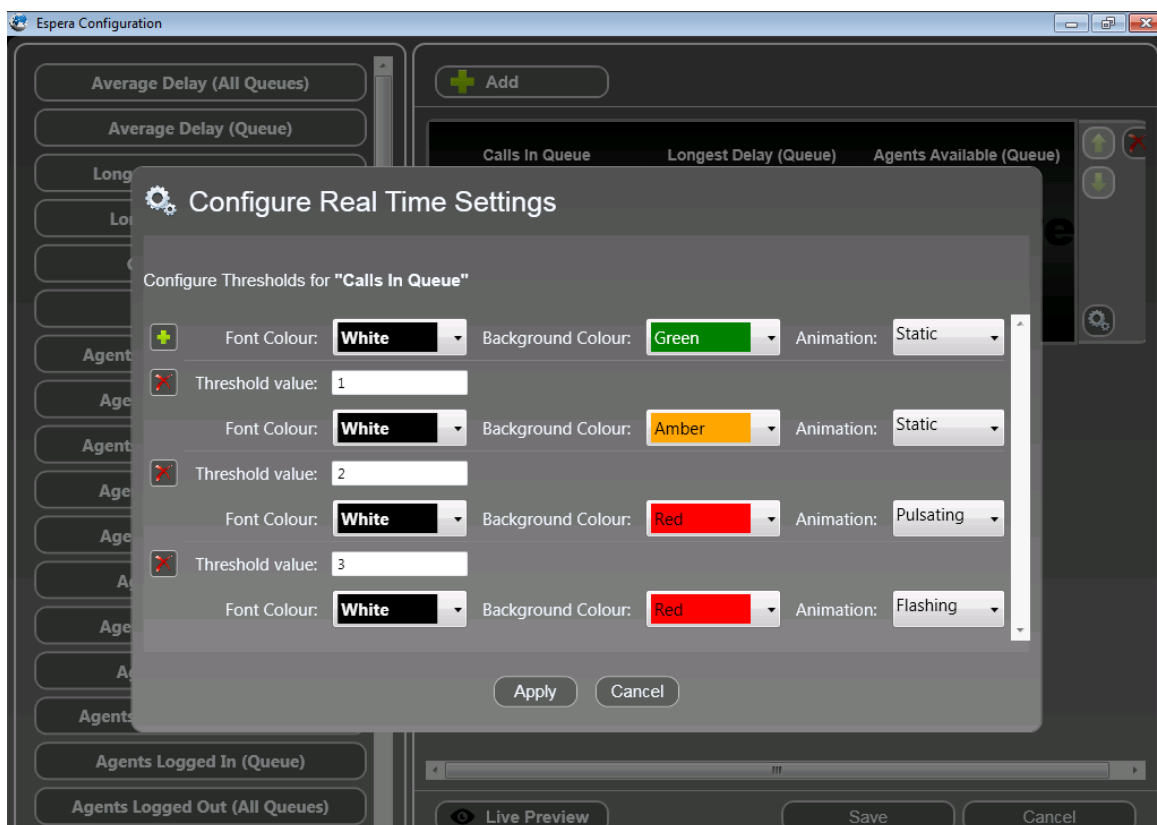
## 5.2.1.4.5.2 Create / Modify Field Thresholds - Step 2

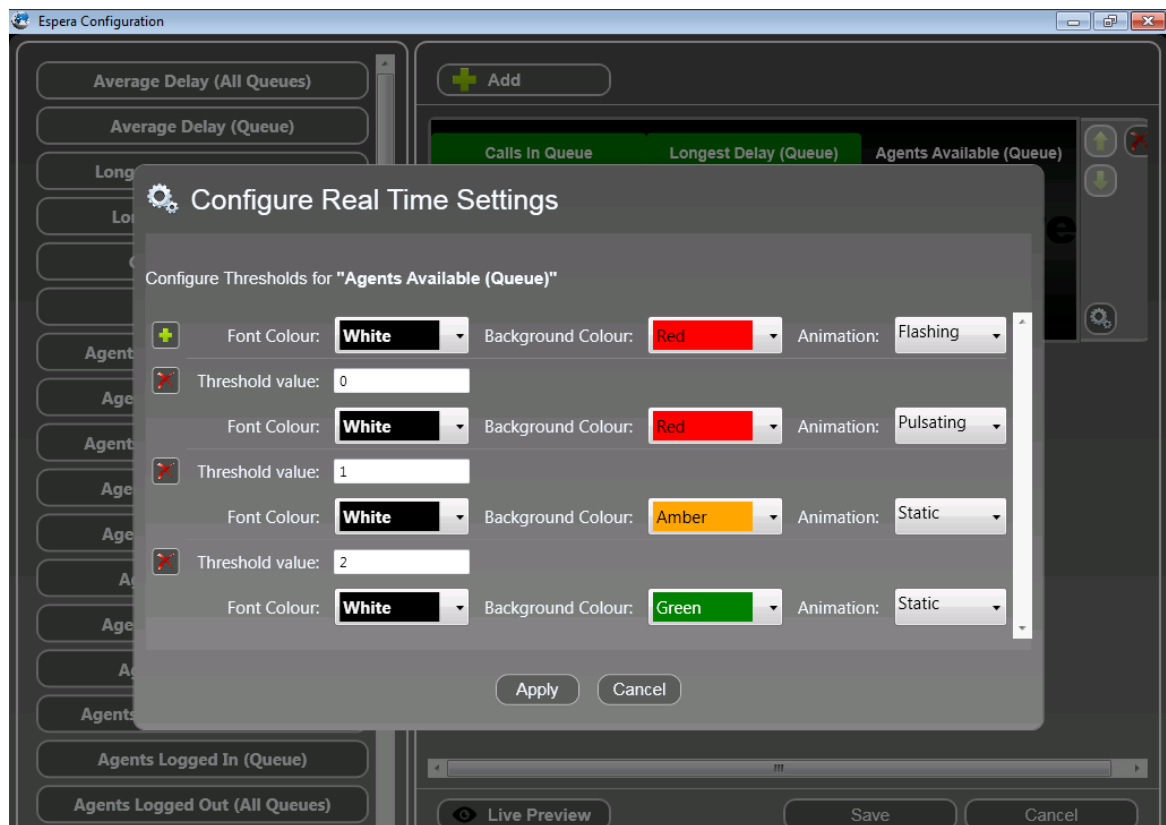
Select the  icon to add additional threshold settings



## 5.2.1.4.5.3 Create / Modify Field Thresholds - Step 3

1. Configure the threshold settings as required for the desired field
2. Select <Apply> when completed

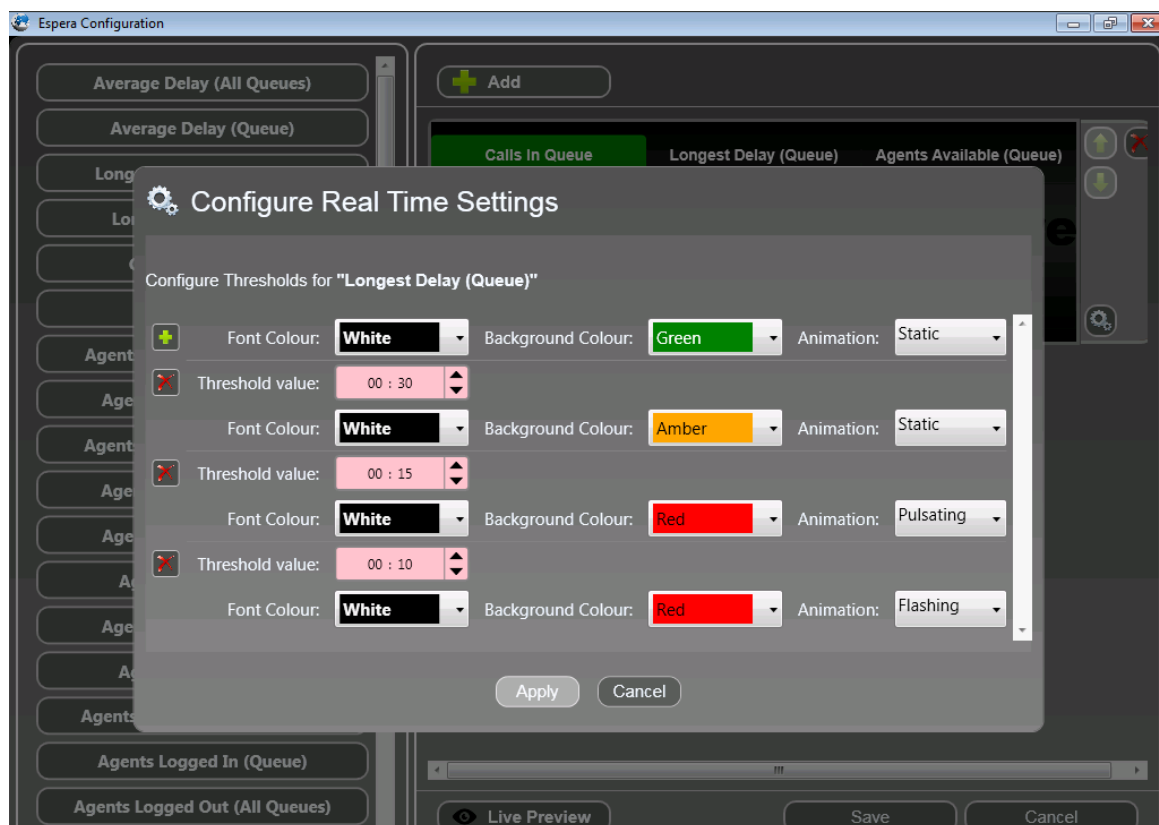




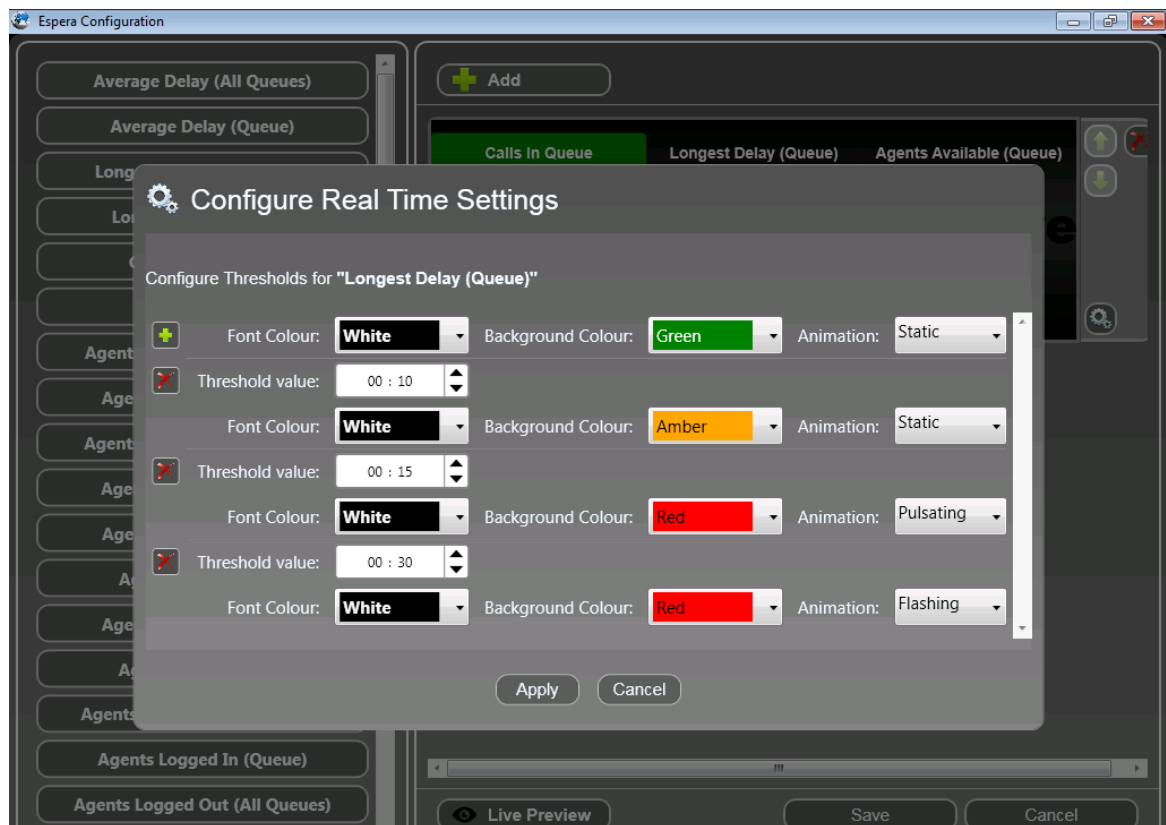
#### 5.2.1.4.5.4 Create / Modify Field Thresholds - Step 4

1. If the entered threshold settings are invalid, the invalid entries will be displayed in pink
2. Correct any invalid entries before selecting <Apply>

NOTE: The <Apply> button will not be available when any of the values is invalid

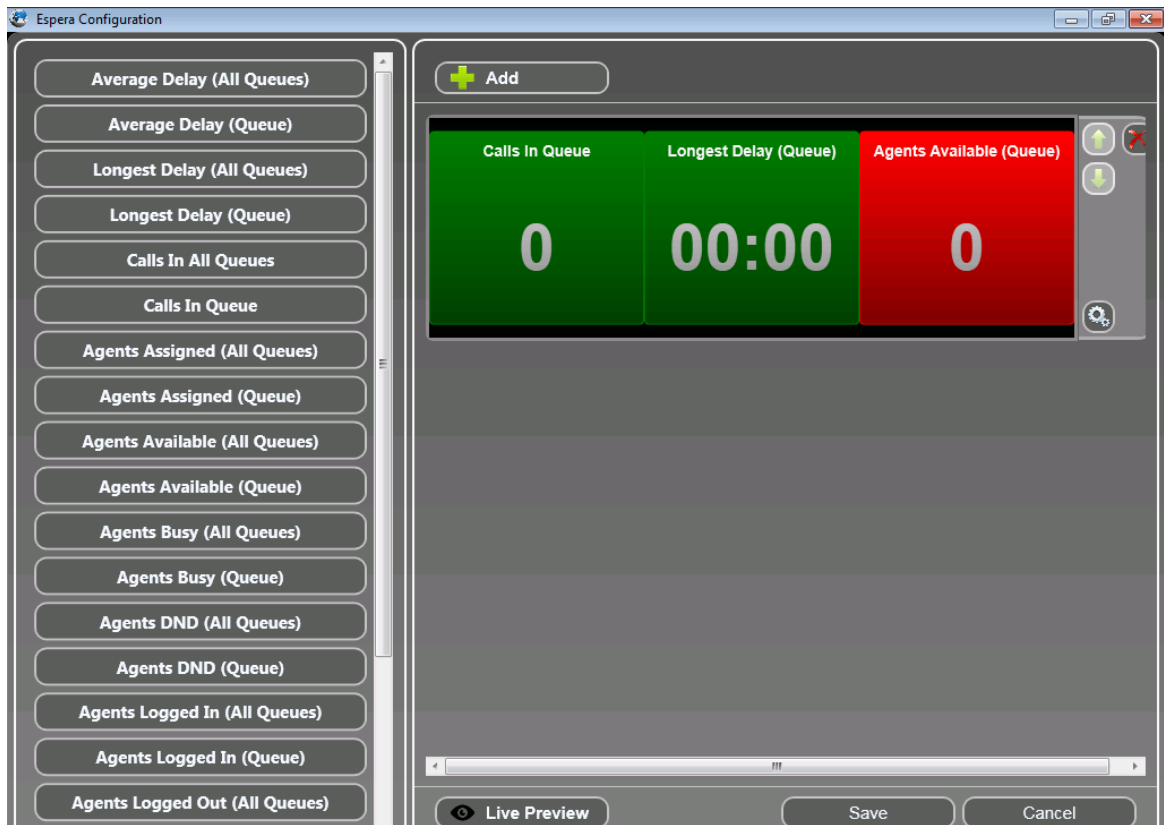






#### 5.2.1.4.5.5 Create / Modify Field Thresholds - Step 5

1. Complete all field that require threshold settings to change the characteristics of the displayed information.
2. Select <Save> to complete the configuration




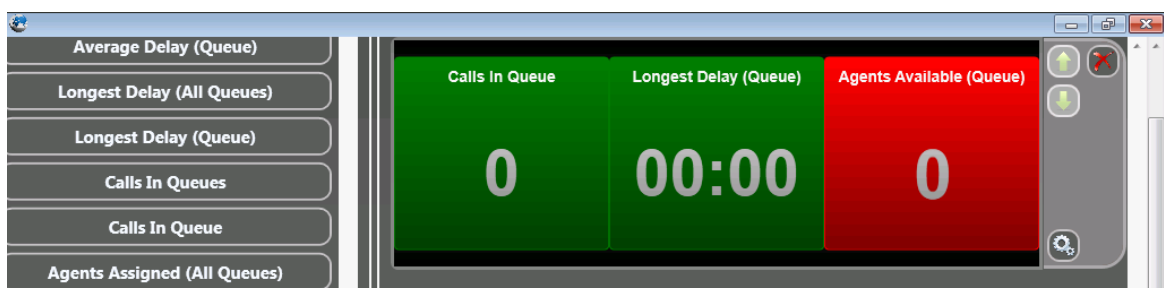
#### 5.2.1.4.6 Add Lync Queue(s) to a Row

Multiple Lync Queues can be assigned to a row. If multiple Lync Queues are assigned to a row then the data fields which are applicable to a single queue will rotate their values at the configurable interval. The row will display the current Queue name for which the values are displayed on the left of the data fields. The data fields that are applicable to multiple Queues will always display an aggregated value for all queues assigned to the row.

**NOTE: If no queues are configured for a row, nothing will be displayed. You MUST always assign at least one queue to every row in the Real-Time display configuration.**

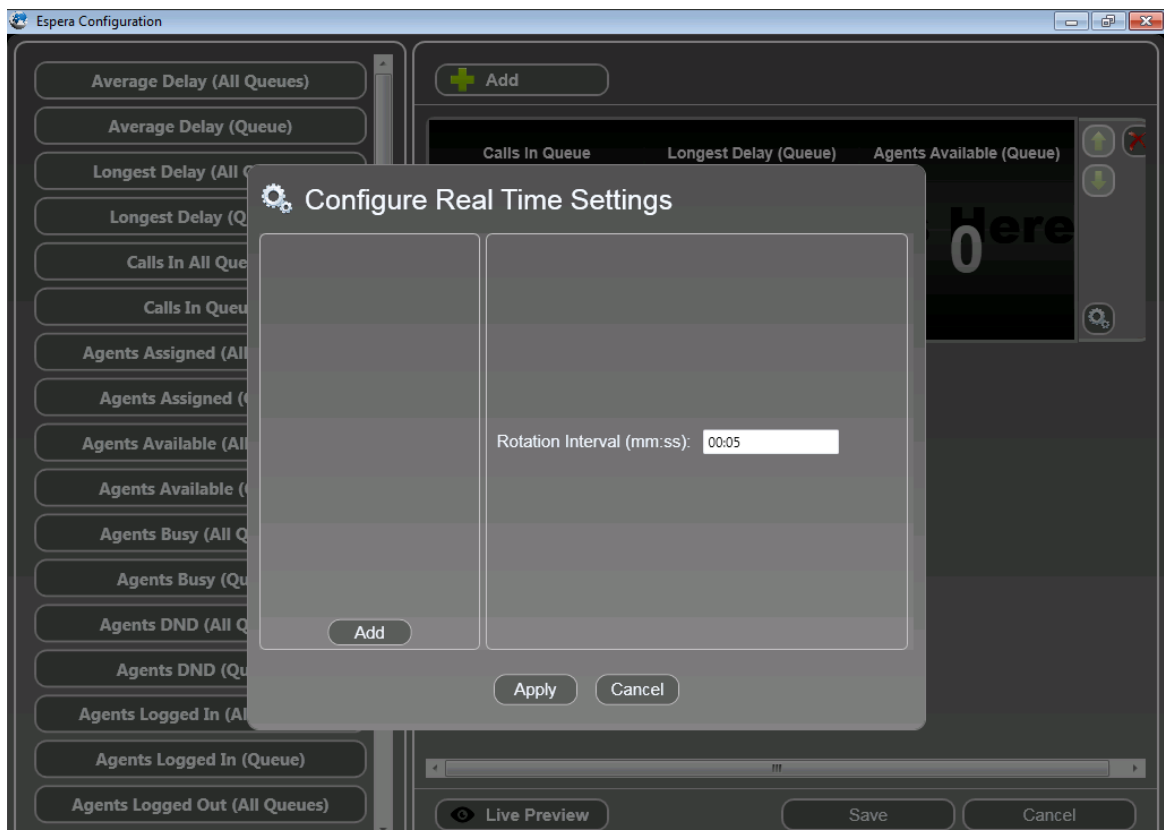
##### 5.2.1.4.6.1 Add Lync Response Group(s) to a Row - Step 1

Click on the  icon next to the row to assign a Lync Response Group(s)



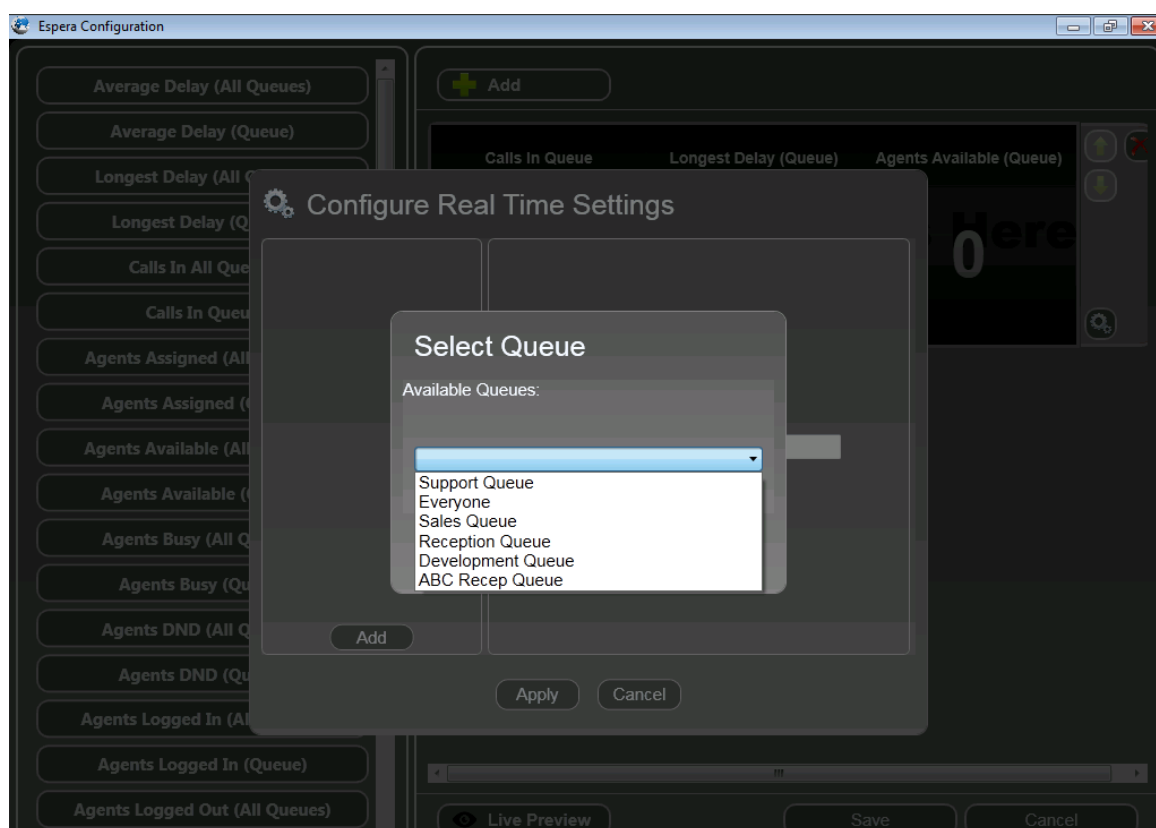
## 5.2.1.4.6.2 Add Lync Response Group(s) to a Row - Step 2

Select <Add>



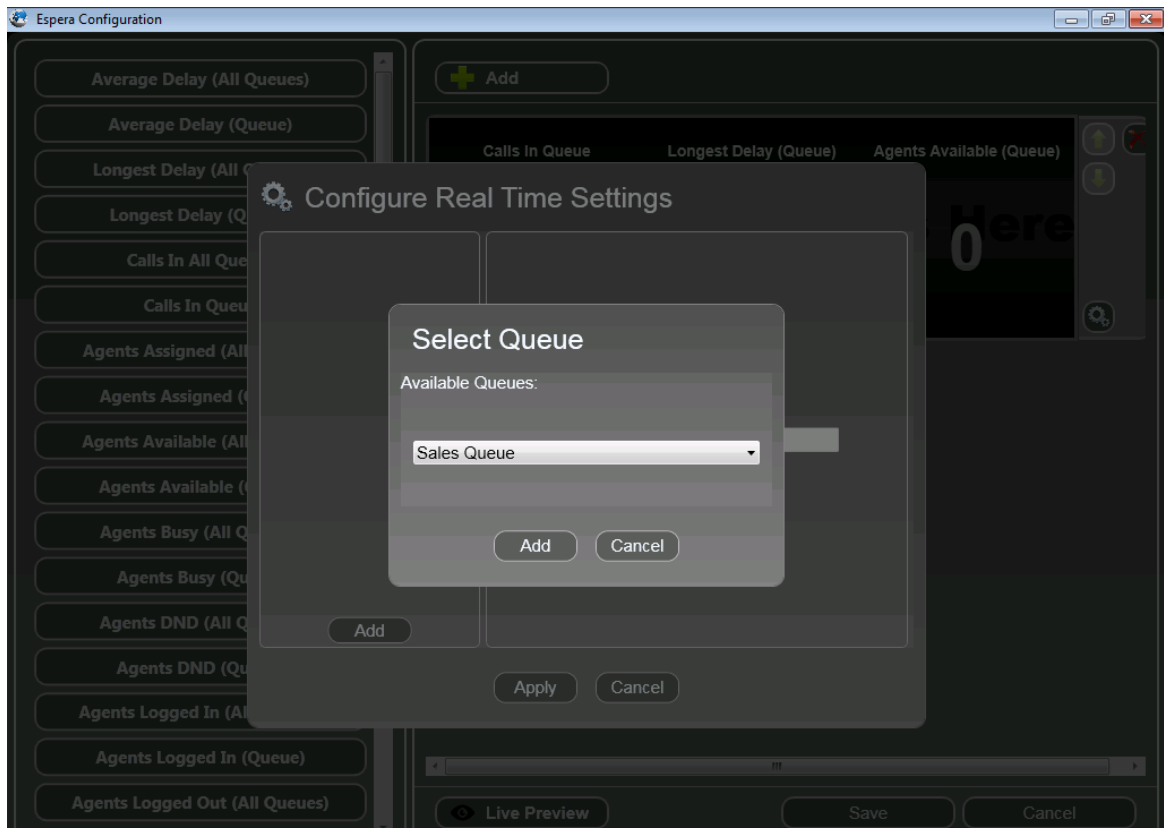
## 5.2.1.4.6.3 Add Lync Response Group(s) to a Row - Step 3

From the drop down list, select the desired Lync Response Group "Queue"



## 5.2.1.4.6.4 Add Lync Response Group(s) to a Row - Step 4

Select <Add>

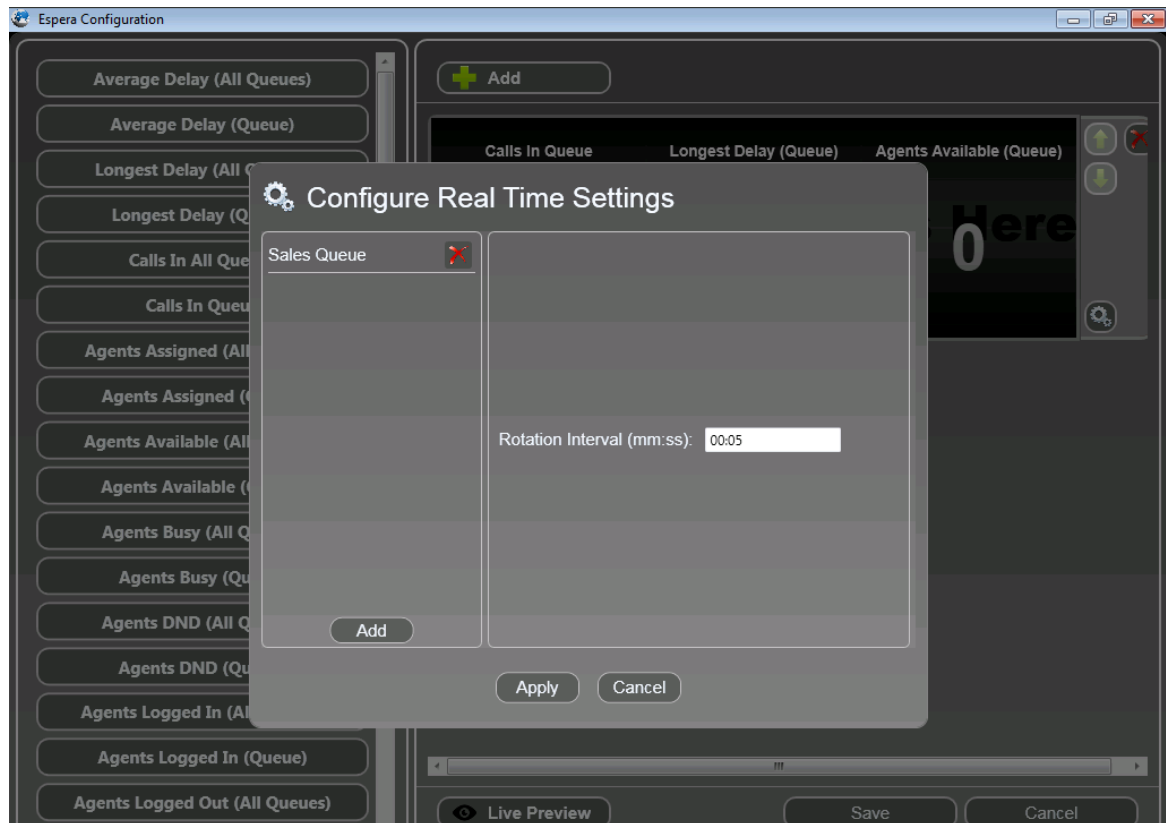


## 5.2.1.4.6.5 Add Lync Response Group(s) to a Row - Step 6

If no additional Lync Response Group "Queues" are to be displayed, select <Apply>

OR

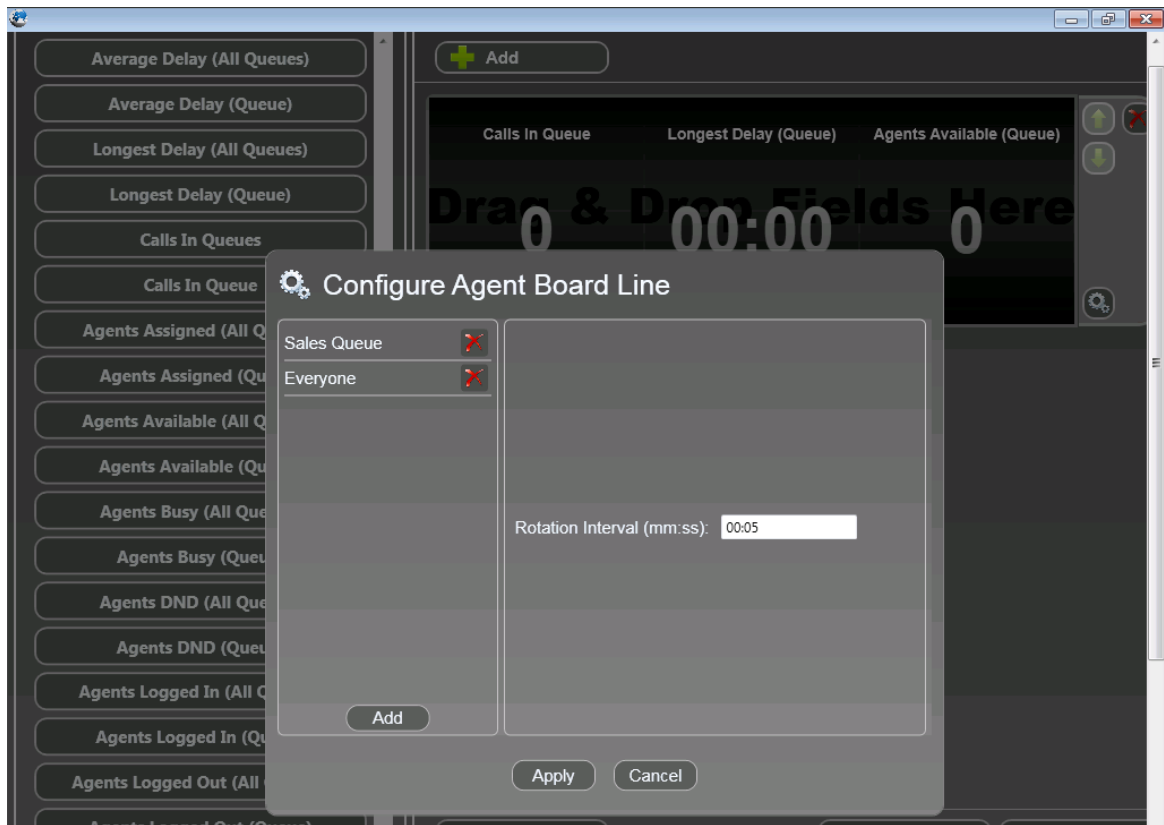
If additional Lync Response Group "Queues" are to be displayed to the row, select <Add> and assign additional "Queues".



#### 5.2.1.4.6.6 Add Lync Response Group(s) to a Row - Step 7

Configure the "Rotation interval" for each "Queue". The "Rotation interval" is the length of this that "Queue" will be displayed before scrolling to display the next assigned "Queue".

Select <Apply> when all settings have been configured.



### 5.2.2 Real Time Datafields

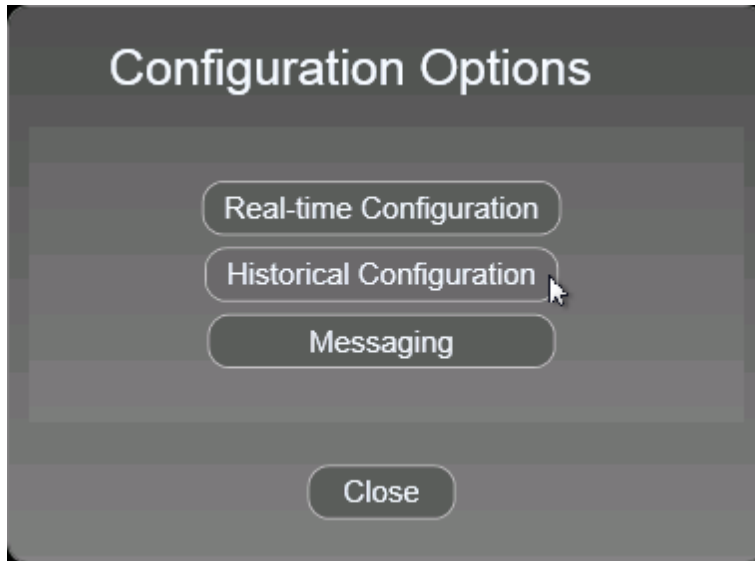
Real Time datafields are available for display in the Real Time Window panel.

|   |   |
|---|---|
| <b>Total Abandoned Calls (All Queues)</b> | This field represents the number of calls which were abandoned on all queues (terminated by the remote party before answering). If a call was transferred by overflow from one queue to another - it will be counted as abandoned on the last queue only. |
| <b>Total Abandoned Calls</b>              | This field represents the number of calls which were abandoned on the queue (terminated by the remote party before answering). If a call was transferred by overflow from one queue to another - it will be counted as abandoned on the last queue only.  |
| <b>Avg Wait (All Queues)</b>              | Total Wait Time (All Queues) / Total Calls Received (All Queues) (queue calls only)   |
| <b>Avg Wait</b>                           | Total Wait Time / Total Calls Received (queue calls only)   |
| <b>Longest Wait (All Queues)</b>          | Wait time of the longest call to all queues.  |
| <b>Longest Wait</b>                       | Wait time of the longest call to the queue. Call wait time is the aggregation of all time intervals when calls were waiting in all queues (when overflow) regardless whether it was alerting to any agents. Only calls which were initially offered in to |

|   |   |
|---|---|
|   | this queue is taken into account. E.g. The only call was ringing to Queue 1 for a minute and then was transferred by overflow to Queue 2 and was ringing for 5 minutes. Then Queue 1 Longest Wait will be 6 minutes and Queue 2 — zero. |
| <b>Calls Answered in Threshold (All Queues)</b> | Number of call answered in the configured time interval for all queues  |
| <b>Calls Answered in Threshold</b>              | Number of call answered in the configured time interval to the queue  |
| <b>% Service Level (All Queues)</b>             | Percentage of calls answered within the configured time interval for all queues   |
| <b>% Service Level</b>                          | Percentage of calls answered within the configured time interval for the queue  |
| <b>Calls Waiting (All Queues)</b>               | Number of calls waiting in all queues   |
| <b>Calls Waiting</b>                            | Number of calls waiting in the queue  |
| <b>Total Calls Received (All Queues)</b>        | Number of calls offered in to all queues. If call was transferred by overflow from one queue to another - it will be counted as received on both queues.  |
| <b>Total Calls Received</b>                     | Number of calls offered in to the queue. If call was transferred by overflow from one queue to another - it will be counted as received on both queues.   |
| <b>Agents Assigned (All Queues)</b>             | Number of agents assigned to all queues   |
| <b>Agents Assigned</b>                          | Number of agents assigned to the queue  |
| <b>Agent Available (All Queues)</b>             | Number of available (idle) agents in all queues   |
| <b>Agent Available</b>                          | Number of available (idle) agents in the queue  |
| <b>Agents Busy (All Queues)</b>                 | Number of agents in a busy state, in all queues   |
| <b>Agents Busy</b>                              | Number of agents in a busy state, in the queues   |
| <b>Agents DND (All Queues)</b>                  | Number of agents in a DND state, in all queues  |
| <b>Agents DND</b>                               | Number of agents in a DND state, in the queues  |
| <b>Agents Logged In (All Queues)</b>            | Number of agents logged into all queues   |
| <b>Agents Logged in</b>                         | Number of agents logged into the queue  |
| <b>Agents Logged Out (All Queues)</b>           | Number of agents logged out of all queues   |
| <b>Agents Logged Out</b>                        | Number of agents logged out of the queue  |
| <b>Agents Offline (All Queues)</b>              | Number of agents offline from all queues  |
| <b>Agents Offline</b>                           | Number of agents offline from the queue   |
| <b>Agents On A Call (All Queues)</b>            | Number of agents on a call (talk state) in all queues   |
| <b>Agents On A Call</b>                         | Number of agents on a call (talk state) in the queue  |



### 5.2.3 Historical Configuration



#### 5.2.3.1 Historical Datafields

Historical datafields are available in the Historical Report Template Editor, for use in manual and/or scheduled reports and the supervisor screen.

##### 5.2.3.1.1 Queue Datafields

|                                     |  |
|-------------------------------------|--|
| <b>Avg # of Agents</b>              | Average Number of agent signed in to the queue over report period. $\text{=SignTotalMinutes} / \text{ReportingPeriod}$ , where SignTotalMinutes is the total number of minutes (sum) across all agents that were signed in to the queue during the reporting period, therefore, when this number is divided by the reporting period, we get the average number of agents available per time unit during the period. For example, 2 agents available over 3 hours period. Agent 1 was available for 1:30 hrs while Agent 2 was available during the whole 3 hours. So the value of SignTotalTime will be 90 + 180 = 270 minutes and the reporting period is 180 minutes. $270/180=3/2=1.5$ agents on average over 3 hours |
| <b>Avg Queue Time</b>               | Total Queue Time / Total Calls Received (queue calls only)   |
| <b>Avg Ring Time</b>                | Total Ring Time / CallsCount, where CallsCount is number of calls summed up in the Total Ring Time field. See Total Ring Time for more details.  |
| <b>Avg Speed of Answer</b>          | Total Ring Time / Total Queue Calls Answd  |
| <b>Avg Talk Time (Queued Calls)</b> | Total Talk Time / Total Queue Calls Answd  |

|                                 |   |
|---------------------------------|---|
| <b>Avg Wait Time</b>            | Total Wait Time / Total Calls Received (Queue calls only)   |
| <b>Avg Wrapup Time</b>          | Total Wrap-up Time / Total Queue Calls Answd  |
| <b>Longest Wait</b>             | Wait time of the longest call to the queue. Call wait time is the aggregation of all time intervals when calls were waiting in all queues (when overflow) regardless whether it was alerting to any agents. Only calls which were initially offered in to this queue is taken into account. E.g. The only call was ringing to Queue 1 for a minute and then was transferred by overflow to Queue 2 and was ringing for 5 minutes. Then Queue 1 Longest Wait will be 6 minutes and Queue 2 — zero. |
| <b>Calls Aband (0-30 sec)</b>   | Same as Total Calls Aband except that this field includes only calls with wait time in the interval from 0 to 30 seconds.   |
| <b>Calls Aband (30-60sec)</b>   | Same as Total Calls Aband except that this field includes only calls with wait time in the interval from 30 to 60 seconds.  |
| <b>Calls Aband (60-120 sec)</b> | Same as Total Calls Aband except that this field includes only calls with wait time in the interval from 60 to 120 seconds.   |
| <b>Calls Aband (120+ sec)</b>   | Same as Total Calls Aband except that this field includes only calls with wait time more than 120 seconds.  |
| <b>Calls Aband (0-60 sec)</b>   | Same as Total Calls Aband except that this field includes only calls with wait time in the interval from 0 to 60 seconds.   |
| <b>Calls Aband (0-90 sec)</b>   | Same as Total Calls Aband except that this field includes only calls with wait time in the interval from 0 to 90 seconds.   |
| <b>Calls Aband (0-120 sec)</b>  | Same as Total Calls Aband except that this field includes only calls with wait time in the interval from 0 to 120 seconds.  |
| <b>Calls Answd (0-30 sec)</b>   | Same as Total Calls Answd except that this field includes only calls with wait time in the interval from 0 to 30 seconds.   |
| <b>Calls Answd (30-60 sec)</b>  | Same as Total Calls Answd except that this field includes only calls with wait time in the interval from 30 to 60 seconds.  |
| <b>Calls Answd (60-120 sec)</b> | Same as Total Calls Answd except that this field includes only calls with wait time in the interval from 60 to 120 seconds.   |
| <b>Calls Answd (120+ sec)</b>   | Same as Total Calls Answd except that this field includes only calls with wait time more than 120 seconds.  |
| <b>Calls Answd (0-60 sec)</b>   | Same as Total Calls Answd except that this field includes only calls with wait time in the interval from 0 to 60 seconds.   |
| <b>Calls Answd (0-90 sec)</b>   | Same as Total Calls Answd except that this field includes only calls with wait time in the interval from 0 to 90 seconds.   |
| <b>Calls Answd (0-120 sec)</b>  | Same as Total Calls Answd except that this field  |

|                                   |   |
|-----------------------------------|---|
|                                   | includes only calls with wait time in the interval from 0 to 120 seconds.   |
| <b>% Calls Aband</b>              | $\text{Calls Aband} / \text{Total Calls Received} * 100\%$ (queue calls only)   |
| <b>% Calls Aband (0-30 sec)</b>   | $\text{Calls Aband (0-30 sec)} / \text{Total Calls Received} * 100\%$ (queue calls only)  |
| <b>% Calls Aband (30-60 sec)</b>  | $\text{Calls Aband (30-60 sec)} / \text{Total Calls Received} * 100\%$ (queue calls only)   |
| <b>% Calls Aband (60-120 sec)</b> | $\text{Calls Aband (60-120 sec)} / \text{Total Calls Received} * 100\%$ (queue calls only)  |
| <b>% Calls Aband (120+ sec)</b>   | $\text{Calls Aband (120+ sec)} / \text{Total Calls Received} * 100\%$ (queue calls only)  |
| <b>% Calls Aband (0-60 sec)</b>   | $\text{Calls Aband (0-60 sec)} / \text{Total Calls Received} * 100\%$ (queue calls only)  |
| <b>% Calls Aband (0-90 sec)</b>   | $\text{Calls Aband (0-90 sec)} / \text{Total Calls Received} * 100\%$ (queue calls only)  |
| <b>% Calls Aband (0-120 sec)</b>  | $\text{Calls Aband (0-120 sec)} / \text{Total Calls Received} * 100\%$ (queue calls only)   |
| <b>% Calls Answd (0-30sec)</b>    | $\text{Calls Answd (0-30 sec)} / \text{Total Calls Received} * 100\%$ (queue calls only)  |
| <b>% Calls Answd (30-60 sec)</b>  | $\text{Calls Answd (30-60 sec)} / \text{Total Calls Received} * 100\%$ (queue calls only)   |
| <b>% Calls Answd (60-120 sec)</b> | $\text{Calls Answd (60-120 sec)} / \text{Total Calls Received} * 100\%$ (queue calls only)  |
| <b>% Calls Answd (120+ sec )</b>  | $\text{Calls Answd (120+ sec)} / \text{Total Calls Received} * 100\%$ (queue calls only)  |
| <b>% Calls Answd (0-60 sec)</b>   | $\text{Calls Answd (0-60 sec)} / \text{Total Calls Received} * 100\%$ (queue calls only)  |
| <b>% Calls Answd (0-90 sec)</b>   | $\text{Calls Answd (0-90 sec)} / \text{Total Calls Received} * 100\%$ (queue calls only)  |
| <b>% Calls Answd (0-120 sec)</b>  | $\text{Calls Answd (0-120 sec)} / \text{Total Calls Received} * 100\%$ (queue calls only)   |
| <b>Total Calls Answd</b>          | The number of calls which were answered on the queue by one of the agents selected for the report. If a call is transferred by overflow from one queue to another - it will be counted as answered on the last queue only. Note, if the answering party is not an agent (e.g. some unknown user picks up the call from the queue), this call will be counted as well. |
| <b>Total Logged-in Time</b>       | Aggregated duration of time intervals when at least one of the agents selected for the report is signed-in to the queue.  |
| <b>Total Calls Abandoned</b>      | The number of calls which were abandoned on the queue (terminated by the remote party before answering). If a call was transferred by overflow from one queue to another - it will be counted as abandoned on the last queue only.  |
| <b>Total Calls Received</b>       | The number of calls offered in to the queue. If call was transferred by overflow from one queue to another - it will be counted as received on both queues.   |
| <b>Total Calls Overflow</b>       | Number of calls which was first ringing on the  |

|                                |   |
|--------------------------------|---|
|                                | queue and then ringing on another queue. Note: is always 0 for Workflow   |
| <b>Total Calls Interflow</b>   | Number of calls which was first ringing on another queue and then ringing on the queue.   |
| <b>Total Queued Time</b>       | Total Wait Time - Total Ring Time. Shows time when call was in the queue, but there was no agents available.  |
| <b>Total Ring Time</b>         | This field is a sum of ring time for all queue calls (the calls that were alerting at agent's phone). Call ring time is the aggregation of all time intervals when calls were waiting in the queue and alerting to at least one of the agents selected for the report. If a call was ringing for 2 minutes to 3 agents at the same time, aggregated call ring time will be 2 minutes (not 6). Note: is always zero for Workflows. |
| <b>Total Talk Time (Queue)</b> | Total talk time of the agent. Talk time is the elapsed time between the time an agent connects to a call and when the call is disconnected or transferred.  |
| <b>Total Wait Time</b>         | Sum of wait time for all queue calls (the calls that were offered in to the queue). Call wait time is the aggregation of all time intervals when calls were waiting in the queue regardless whether it was alerting to any agents. For Workflows it shows time until call is offered in to the queue (it includes greeting time and IVR time).  |

## 5.2.3.1.2 Agent Datafields

|  |   |
|--|---|
| <b>Avg Speed of Answer</b>             | Total Ring Time / Total Queue Calls Answd   |
| <b>Avg Talk Time (Non Queue Calls)</b> | Total Talk Time (Non Queue) / Total Calls Answd (Non Queue)   |
| <b>Avg Talk Time (Queue Calls)</b>     | Total Talk Time / Total Queue Calls Answd   |
| <b>Avg Wrap Up Time</b>                | Total Wrap-up Time / Total Queue Calls Answd  |
| <b>% Calls Answd (0-60 sec)</b>        | Calls Answd (0-60 sec) / Total Calls Received * 100% (queue calls only)   |
| <b>Total Calls Answered</b>            | Total number of queued calls that have been connected to the agent.   |
| <b>Total Outgoing Calls</b>            | Number of all answered outgoing calls (non-queue) which was initiated (made) by the agent. Call is counted only if the agent is subscribed to at least one queue at the time of the call. |
| <b>Total Talk Time (Queue)</b>         | Sum of talk durations for all calls which were answered on one of the queues selected for the report by the agent.  |
| <b>Total Busy Time</b>                 | Total Wrap-up time + Total Talk Time in the row   |
| <b>% Calls Answd (0-120 sec)</b>       | Calls Answd (0-120 sec) / Total Calls Received * 100% (queue calls only)  |
| <b>Total Incoming Calls Answd</b>      | This field represents number of all calls (queue and non-queue) which was answered by one of  |

|                                 |   |
|---------------------------------|---|
|                                 | the agents selected for the report. And the answered agent should be subscribed to at least one queue at the time of answer . |
| <b>Total Calls Aband</b>        | This field represents the number of calls which were abandoned on one of the queues selected for the report.                  |
| <b>% Calls Answd (0-90 sec)</b> | $\text{Calls Answd (0-90 sec) / Total Calls Received} * 100\%$ (queue calls only)   |
| <b>Total Queued Time</b>        | Total Wait Time - Total Ring Time in the row. Shows time when call was in the queue, but there was no agents available.       |

## 5.2.3.1.3 Queue By Agent Datafields

|                                    |   |
|------------------------------------|---|
| <b>Avg Speed of Answer</b>         | $\text{Total Ring Time / Total Queue Calls Answd}$  |
| <b>Avg Talk Time (Queue Calls)</b> | $\text{Total Talk Time / Total Queue Calls Answd}$  |
| <b>Total Outgoing Calls</b>        | Number of all answered outgoing calls (non-queue) which was initiated (made) by the agent. Call is counted only if the agent is subscribed to at least one queue at the time of the call .  |
| <b>Total Calls Answered</b>        | This field represents the number of calls which were answered on the queue by one of the agents selected for the report. If a call is transferred by overflow from one queue to another - it will be counted as answered on the last queue only. Note, if the answering party is not an agent (e.g. some unknown user picks up the call from the queue), this call will be counted as well. |
| <b>% Calls Answd (0-90 sec)</b>    | $\text{Calls Answd (0-90 sec) / Total Calls Received} * 100\%$ (queue calls only)   |

## 5.2.3.1.4 Agent By Queue Datafields

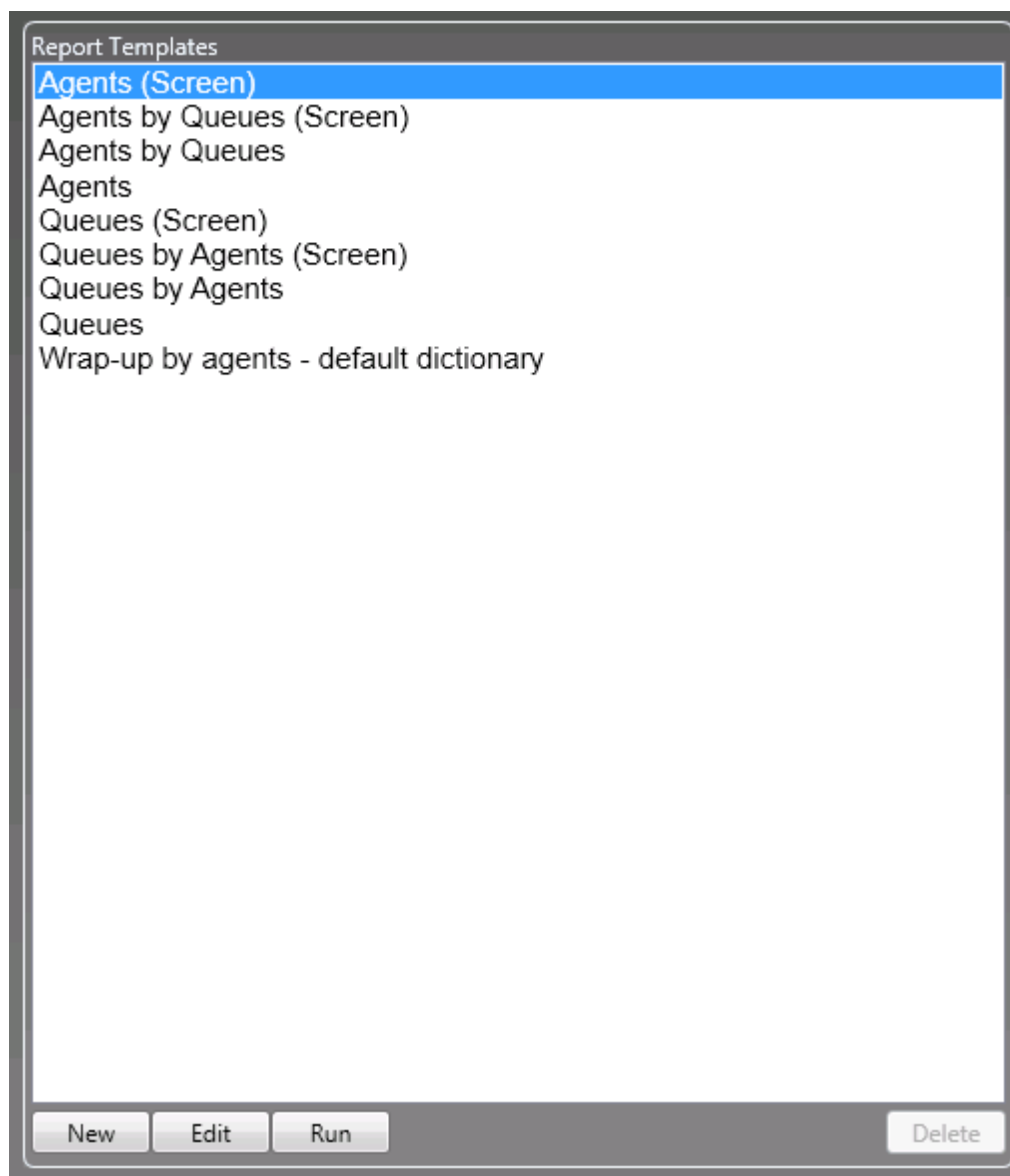
|                                    |  |
|------------------------------------|--|
| <b>Avg Speed of Answer</b>         | The average time that elapsed between the call ringing at an agent extension and the agent connecting to the call.   |
| <b>Avg Talk Time (Queue Calls)</b> | Average talk time for all calls that agent has handled.  |
| <b>Total Outgoing Calls</b>        | Number of all answered outgoing calls (non-queue) which was initiated (made) by one of the agents selected for the report. Call is counted only if the agent is subscribed to at least one queue at the time of the call . |
| <b>% Calls Aband</b>               | $\text{Calls Aband / Total Calls Received} * 100\%$ (queue calls only)   |
| <b>Total Calls Answered</b>        | This field represents number of calls which were answered on the queue by an agent.  |
| <b>% Calls Aband (0-90 sec)</b>    | $\text{Calls Aband (0-90 sec) / Total Calls Received} * 100\%$ (queue calls only)  |

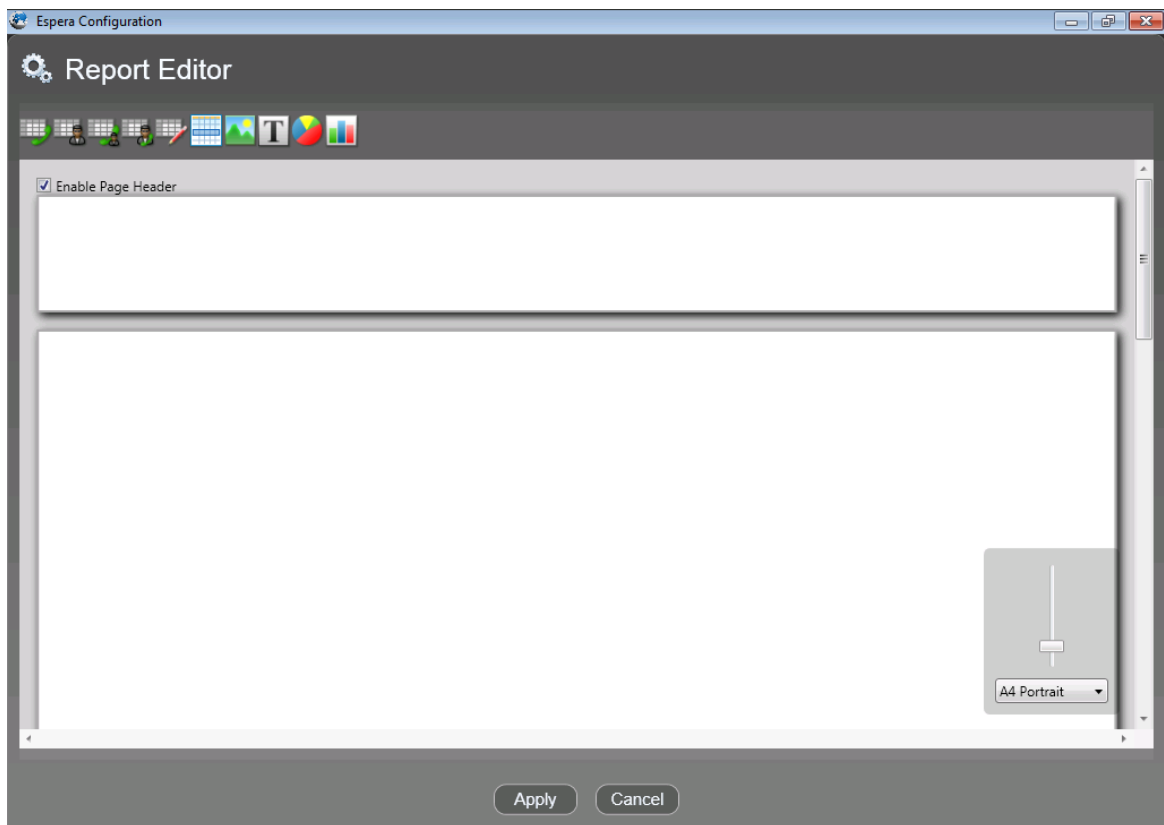
### 5.2.3.2 Historical Report Templates

To display a report in the Supervisor Screen or generate a Historical Report, you must first create a Historical Report Template. The following topics cover the elements available to be displayed in a template.

#### 5.2.3.2.1 Create/Modify Historical Report Template - New Template


Press <New> to begin creating a new Historical Template, OR <Edit> to edit the currently selected Historical Template

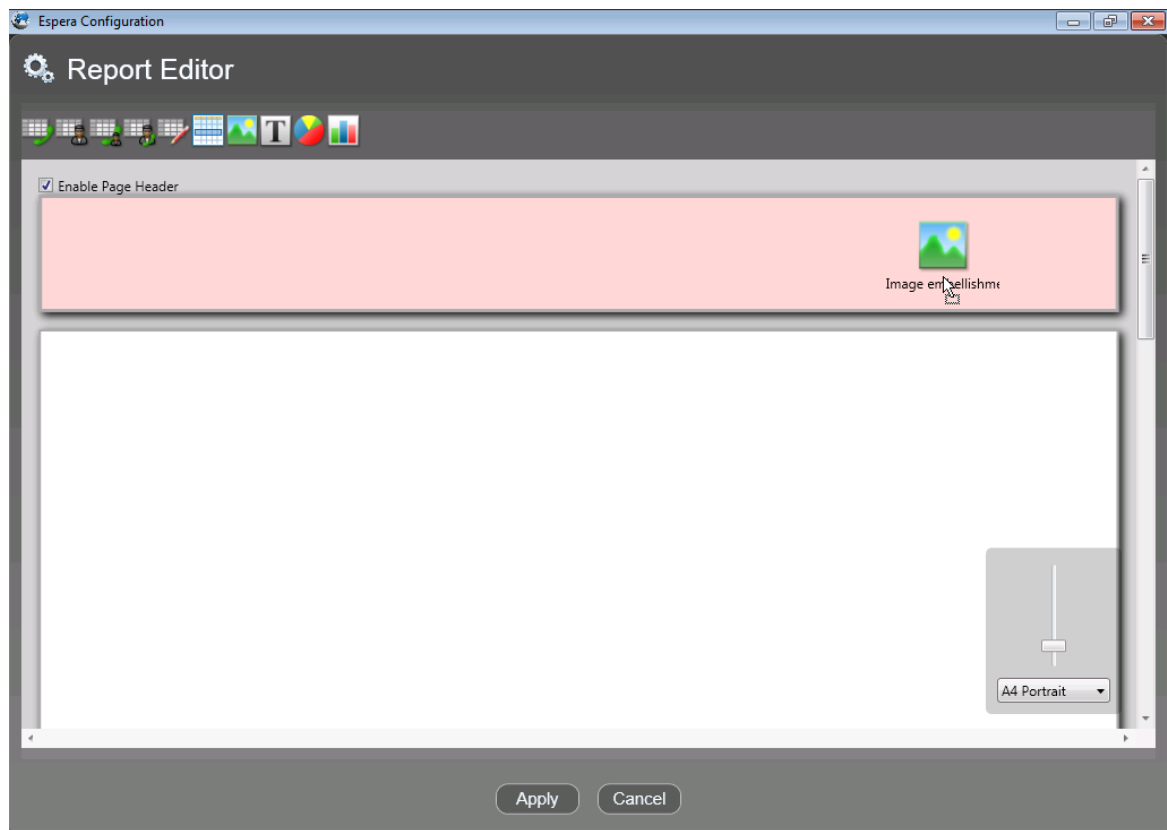




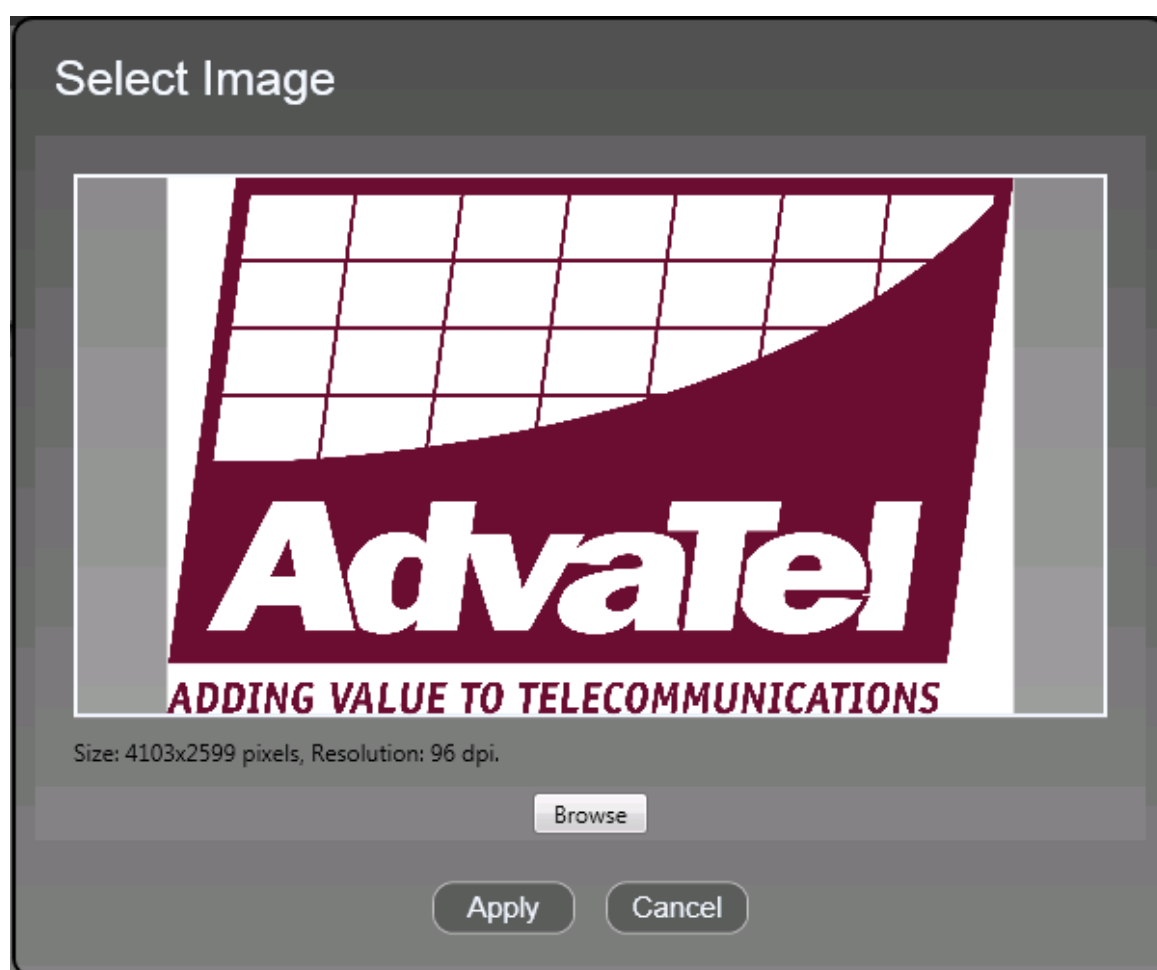
#### 5.2.3.2.2 Create/Modify Historical Report Template - Static Image Box

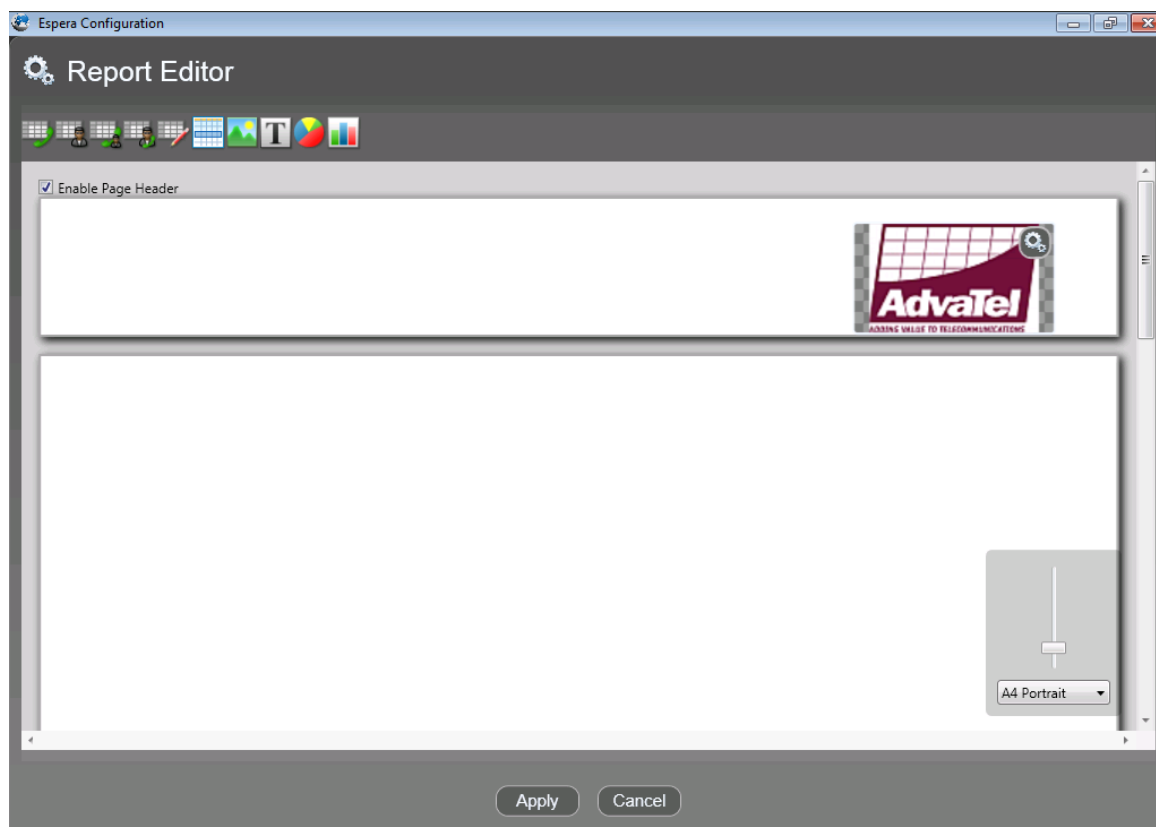
Static images can be inserted anywhere into the template. To insert an image into the template:

1. Drag the Image icon to the location on the template for the image
2. Click the  icon to edit the Image Box
3. <Browse> and select the image file
4. <Apply> to save the image
5. The image can be resized in the template by highlighting the image and adjusting the size with the handles






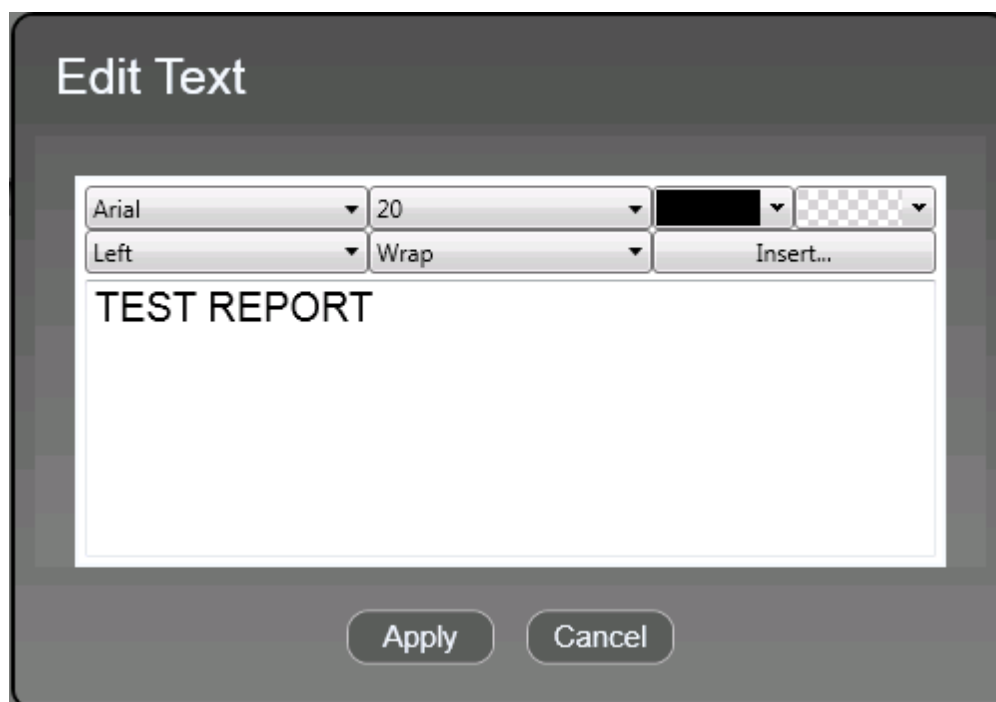
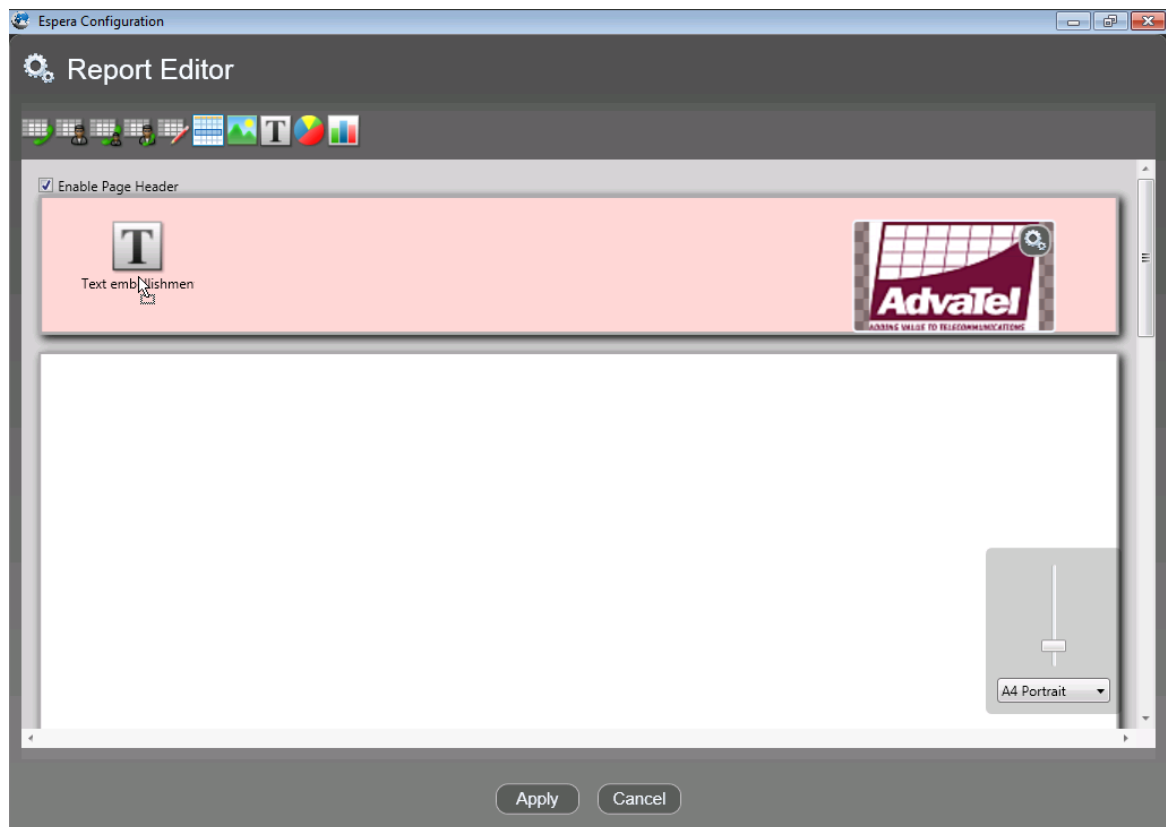


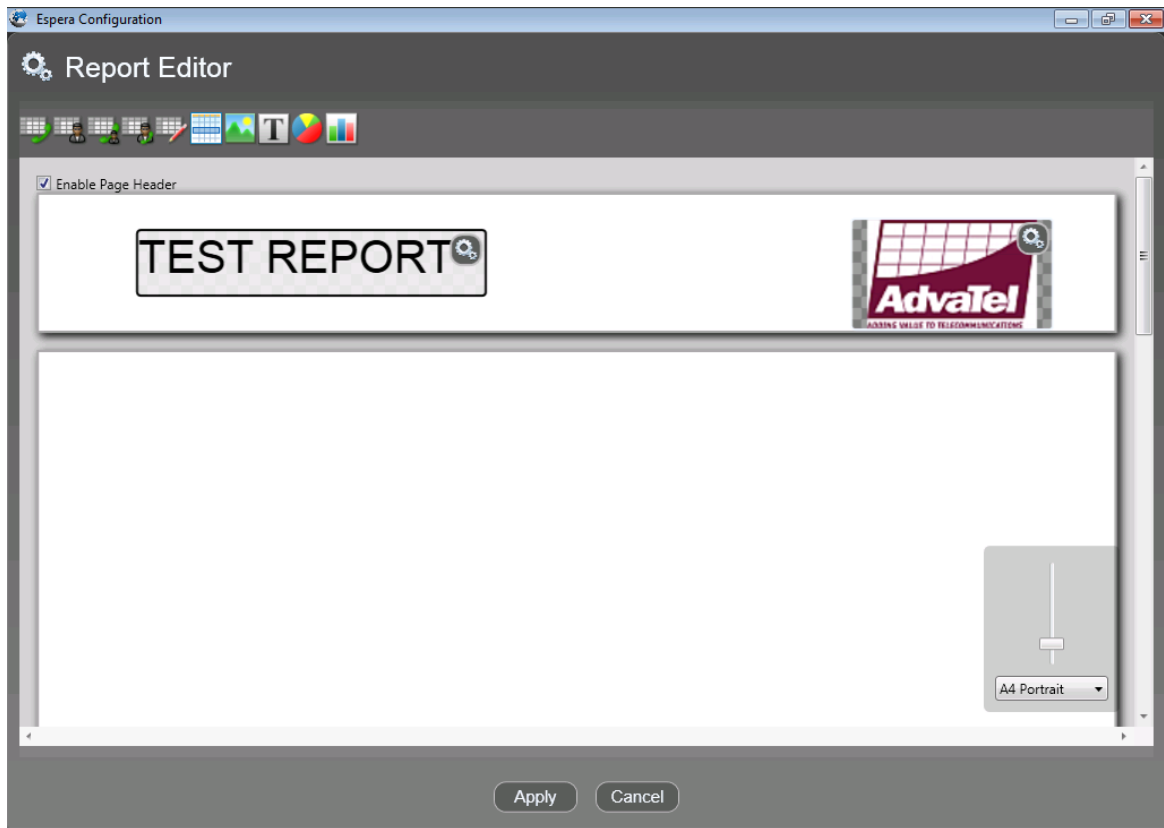


#### 5.2.3.2.3 Create/Modify Historical Report Template - Static Text Box

Static Text can be inserted anywhere into the template. To insert a Text Box into the template:


1. Drag the Text icon to the location on the template for the text box.
2. Click the  icon to edit the Text Box
3. Enter the required text. You can also change the font, size, font color, background color, justification, wrap settings, or insert variable text)
4. <Apply> to save the text box contents
5. The Text Box can be resized in the template by highlighting the text box and adjusting the size with the handles



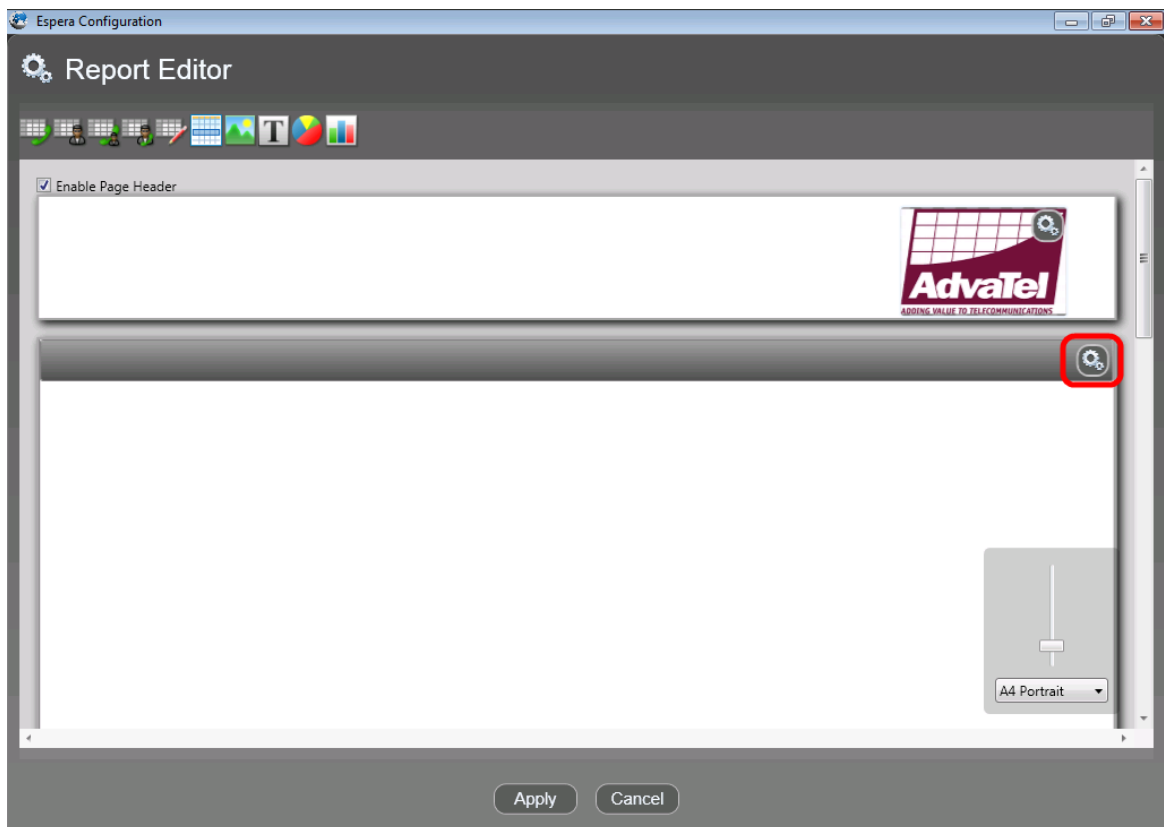
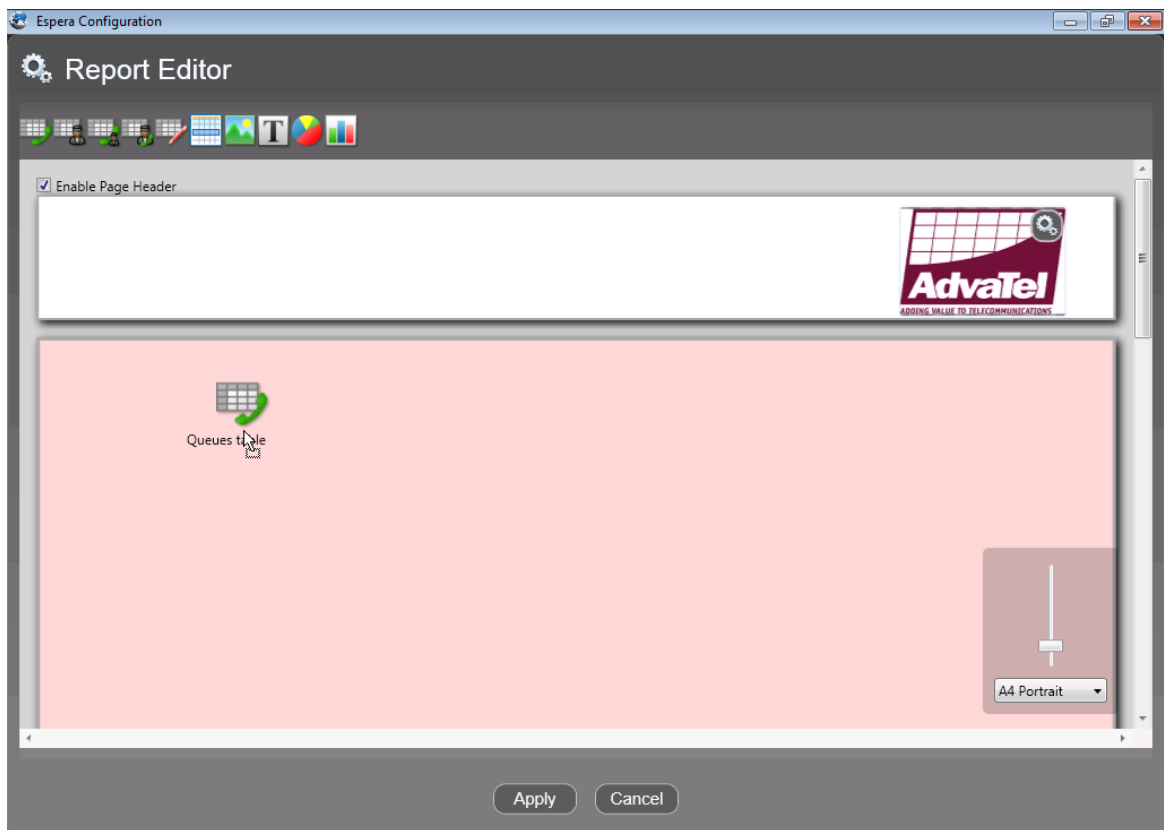


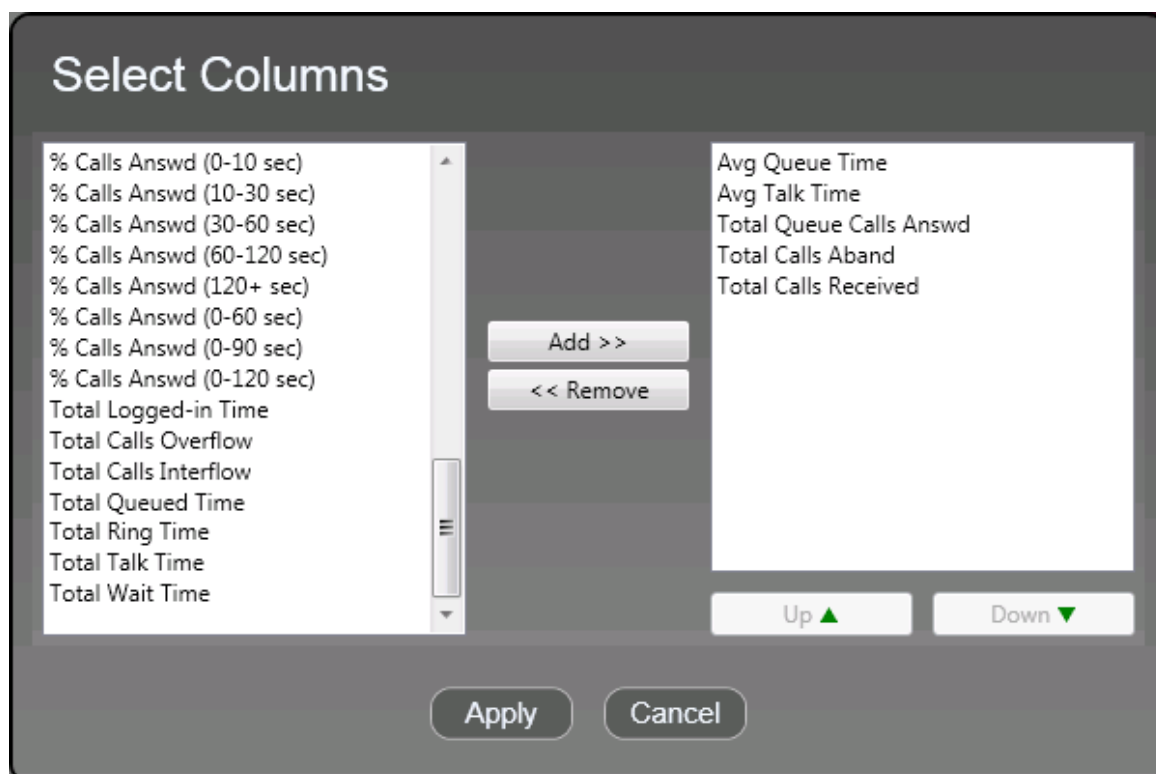
#### 5.2.3.2.4 Create/Modify Historical Report Template - Queue Statistics

A Queue Table can be inserted into the body of the template. To insert a Queue Table into the template:

1. Drag the Queue Table icon into the body of the template
2. Click the  icon to edit the Queue Table
3. Select the datafield(s) to be reported on in table and <Add> to the right-hand column
4. The order of the datafields can be changed with the <Up> & <Down> buttons
5. <Apply> to save the configuration


NOTE: The table is dynamically expanding dependant on variables selected when the template report is run. As such, the table has no fixed length during the template creation process.



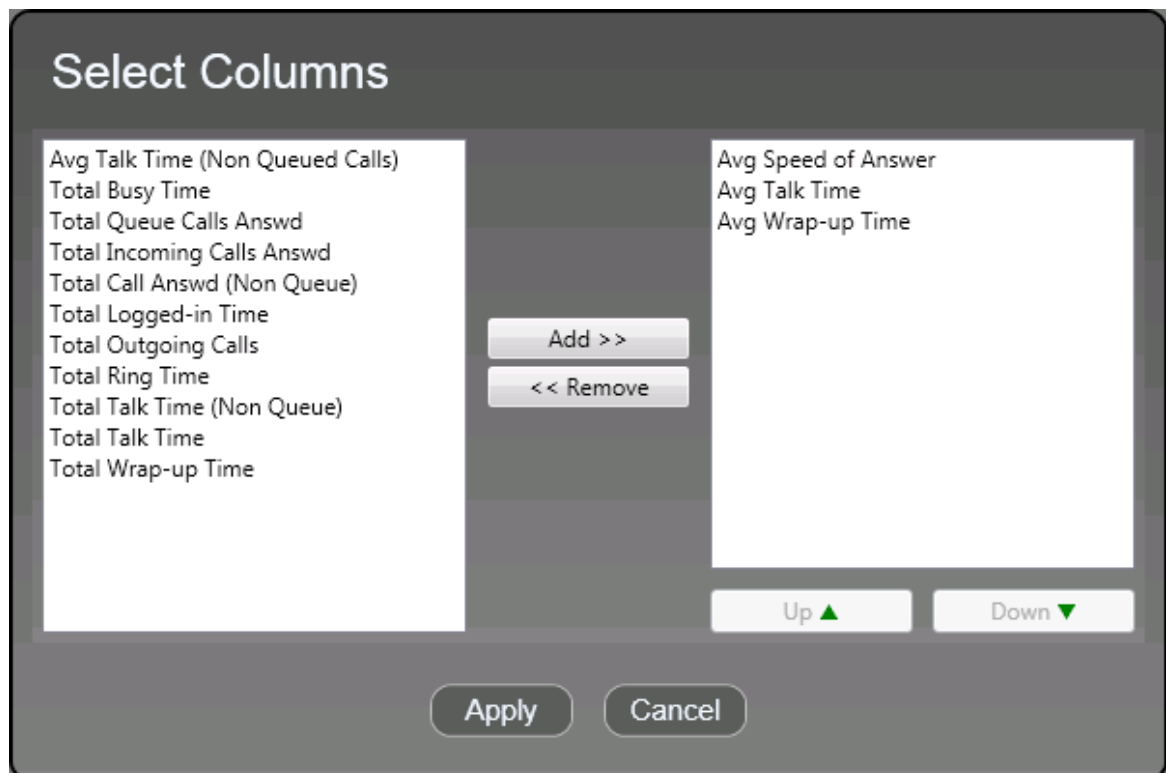
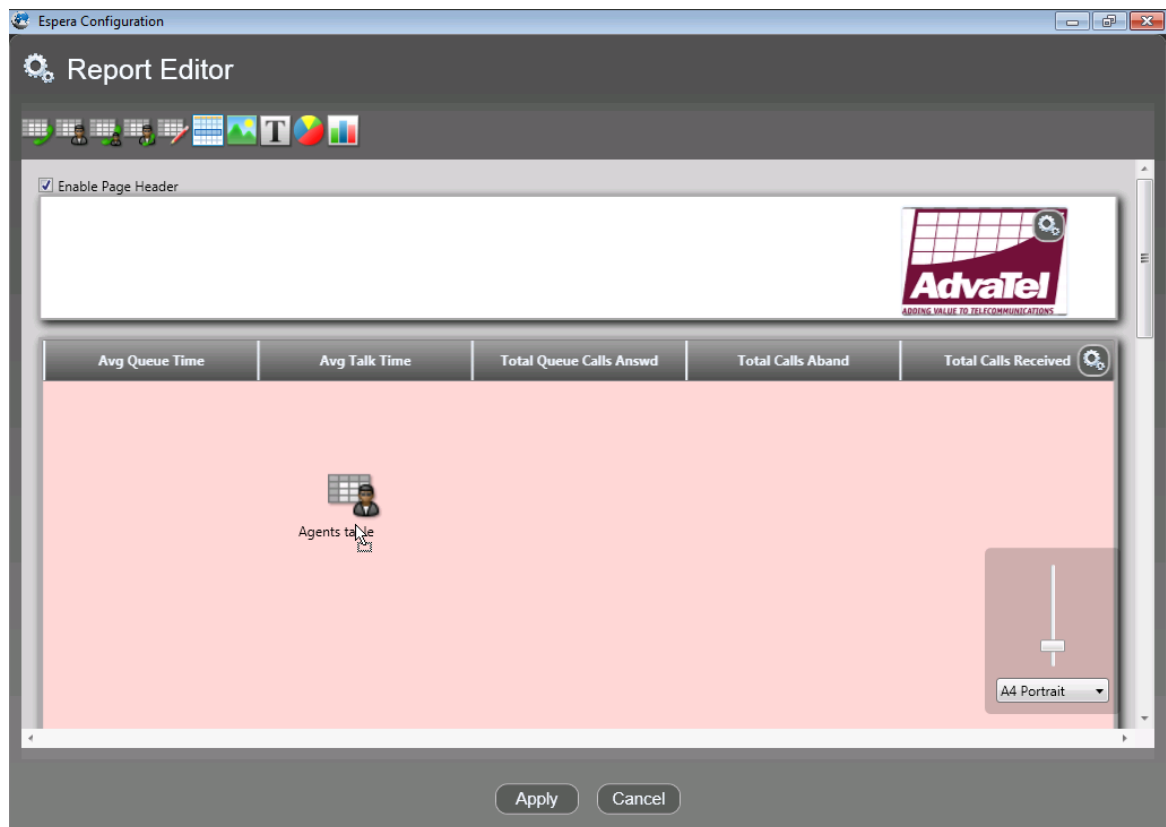


#### 5.2.3.2.5 Create/Modify Historical Report Template - Agent Statistics

An Agents Table can be inserted into the body of the template. To insert an Agent Table into the template:


1. Drag the Agent Table icon into the body of the template
2. Click the  icon to edit the Agent Table
3. Select the datafield(s) to be reported on in table and <Add> to the right-hand column
4. The order of the datafields can be changed with the <Up> & <Down> buttons
5. <Apply> to save the configuration

NOTE: The table is dynamically expanding dependant on variables selected when the template report is run. As such, the table has no fixed length during the template creation process.

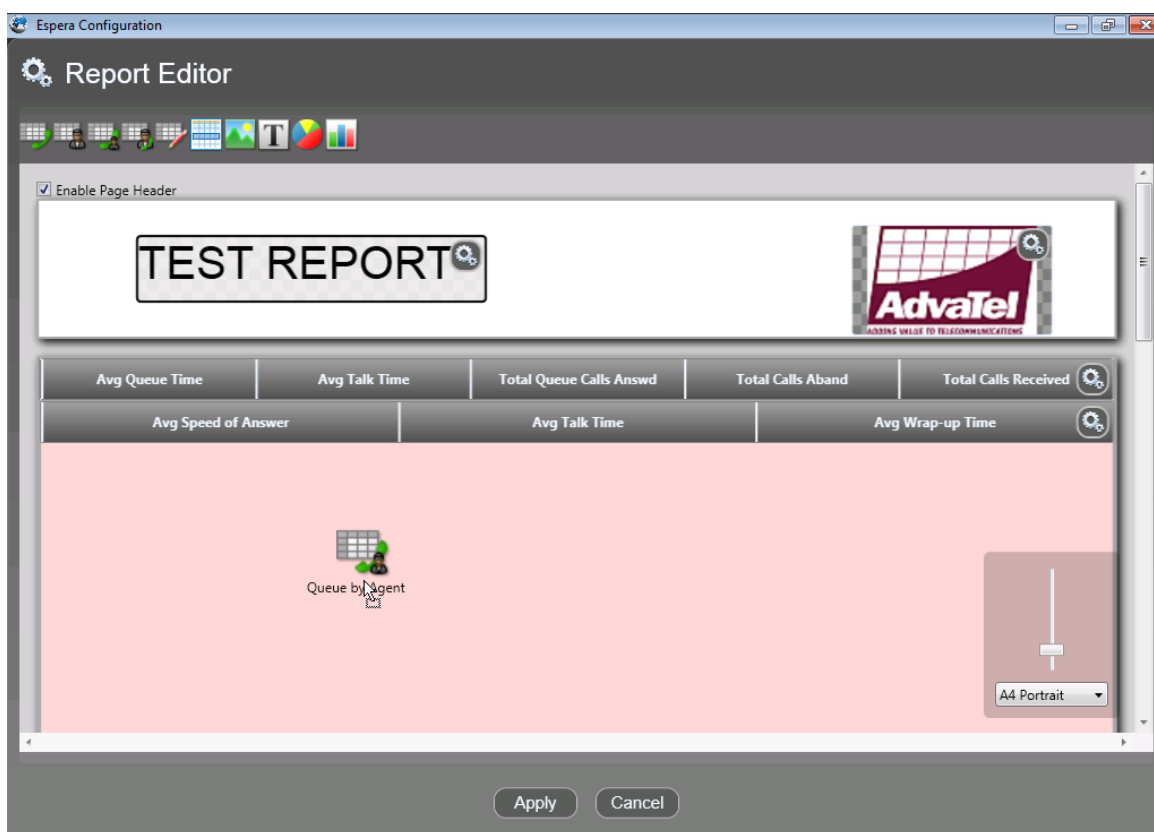


## 5.2.3.2.6 Create/Modify Historical Report Template - Queues Grouped By Agents

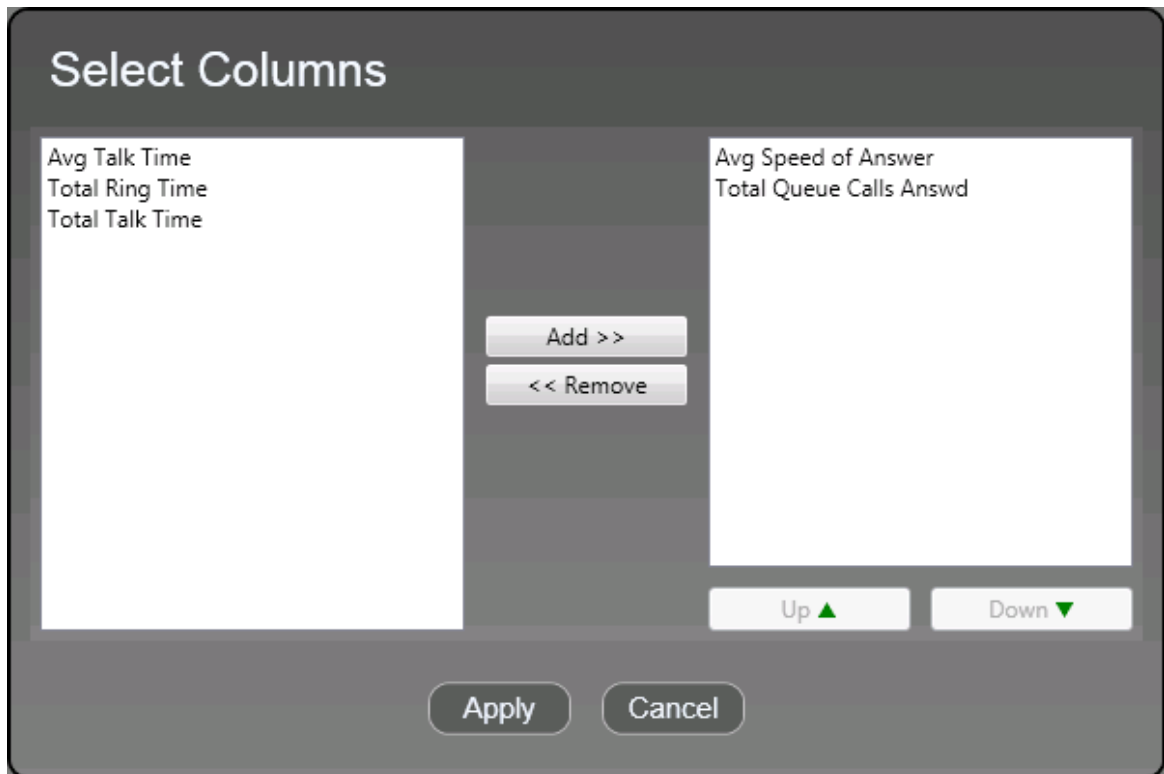
A Queues By Agent Table can be inserted into the body of the template. To insert a Queues By Agent Table into the template:

1. Drag the Queues By Agent Table icon into the body of the template
2. Click the  icon to edit the Queues By Agent Table
3. Select the datafield(s) to be reported on in table and <Add> to the right-hand column
4. The order of the datafields can be changed with the <Up> & <Down> buttons
5. <Apply> to save the configuration

NOTE: The table is dynamically expanding dependant on variables selected when the template report is run. As such, the table has no fixed length during the template creation process.






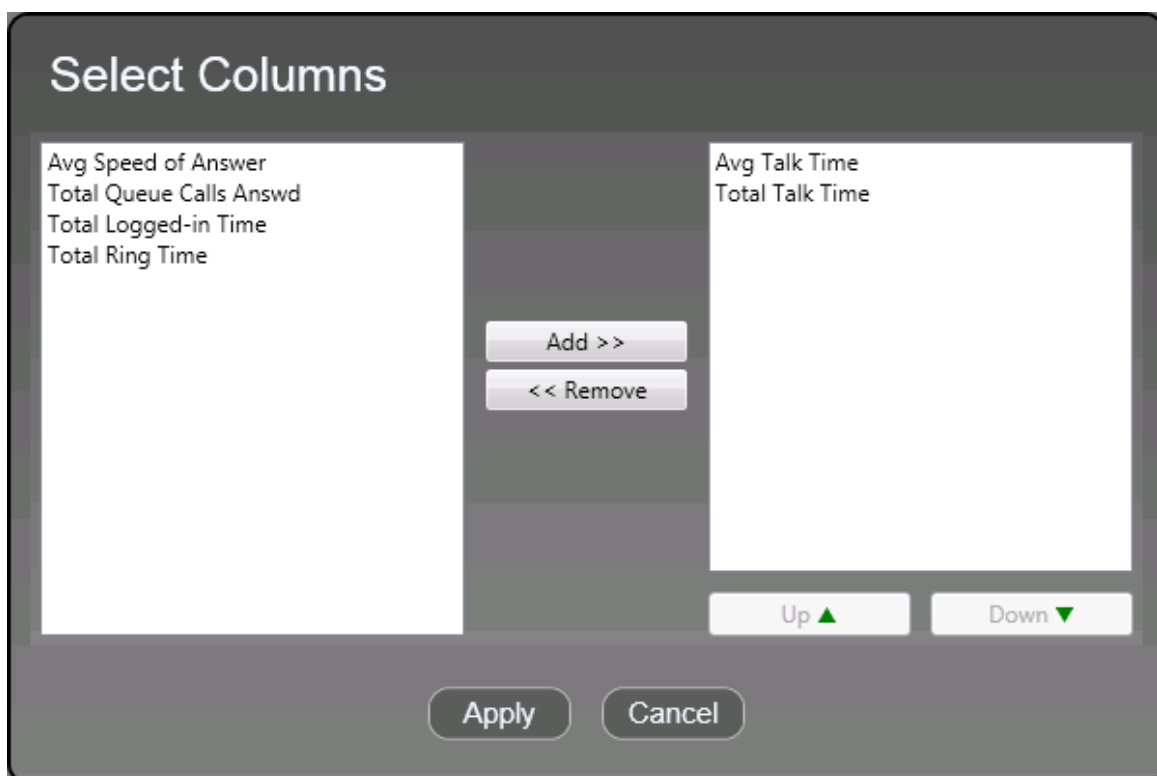
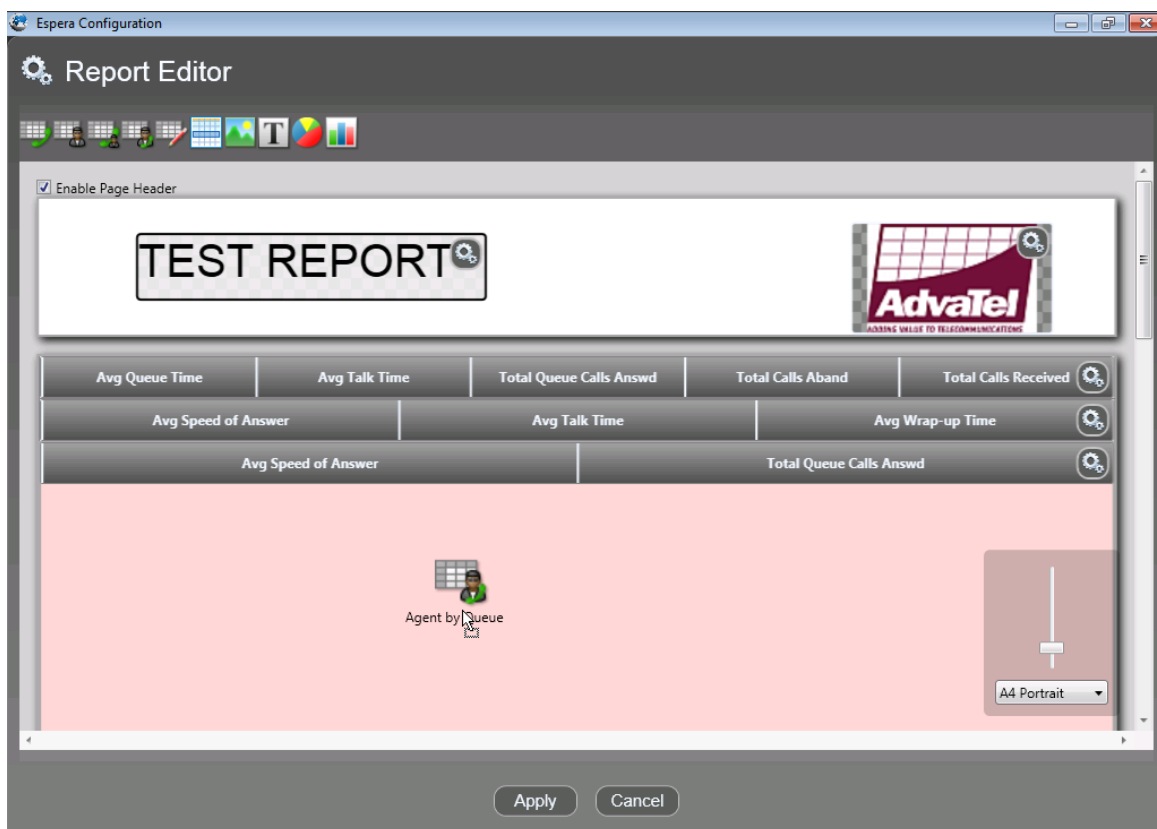


#### 5.2.3.2.7 Create/Modify Historical Report Template - Agents Grouped By Queues

An Agents By Queue Table can be inserted into the body of the template. To insert an Agents By Queue Table into the template:


1. Drag the Agents By Queue Table icon into the body of the template
2. Click the  icon to edit the Agents By Queue Table
3. Select the datafield(s) to be reported on in table and <Add> to the right-hand column
4. The order of the datafields can be changed with the <Up> & <Down> buttons
5. <Apply> to save the configuration

NOTE: The table is dynamically expanding dependant on variables selected when the template report is run. As such, the table has no fixed length during the template creation process.

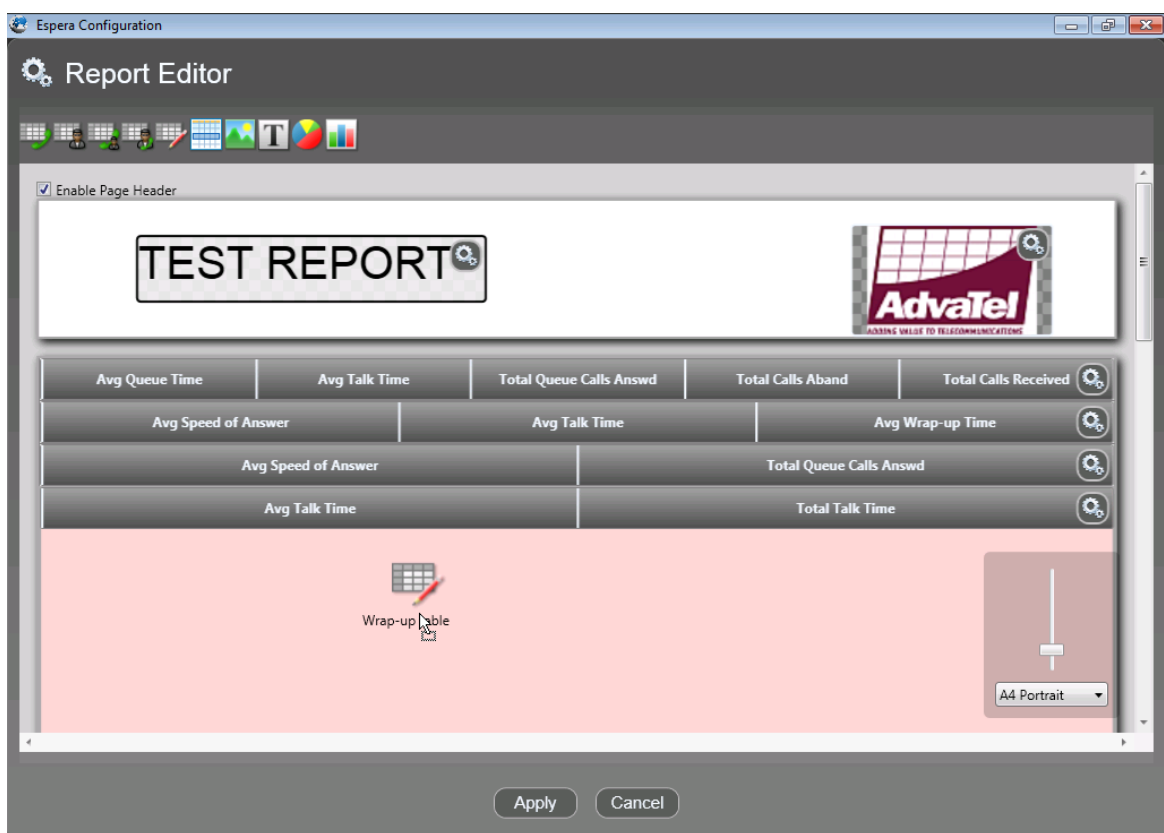


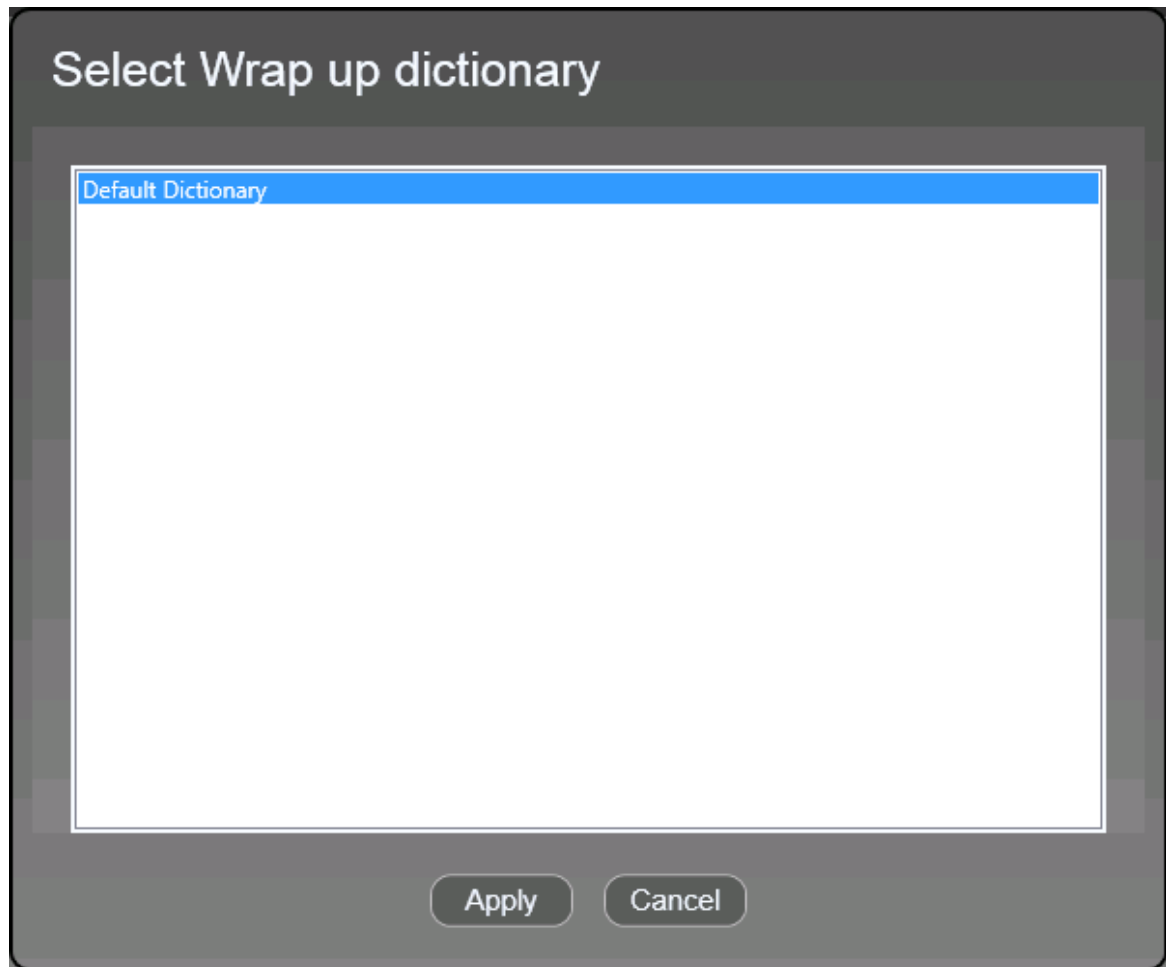
## 5.2.3.2.8 Create/Modify Historical Report Template - Wrap Up Statistics

A Wrap Up Table can be inserted into the body of the template. To insert a Wrap Up Table into the template:

1. Drag the Wrap Up Table icon into the body of the template
2. Click the  icon to edit the Agent Table
3. Select the Wrap Up Dictionary to be reported on in table
4. <Apply> to save the configuration


NOTE: The table is dynamically expanding dependant on variables selected when the template report is run. As such, the table has no fixed length during the template creation process.



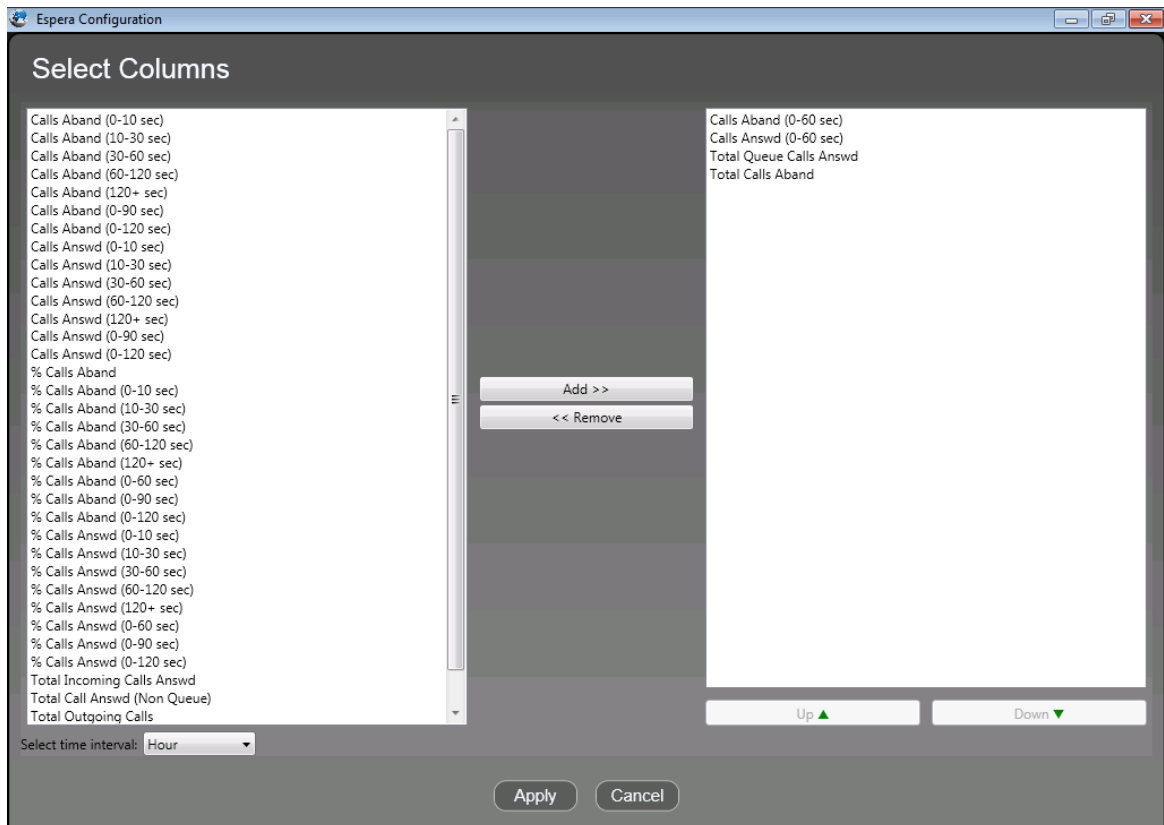
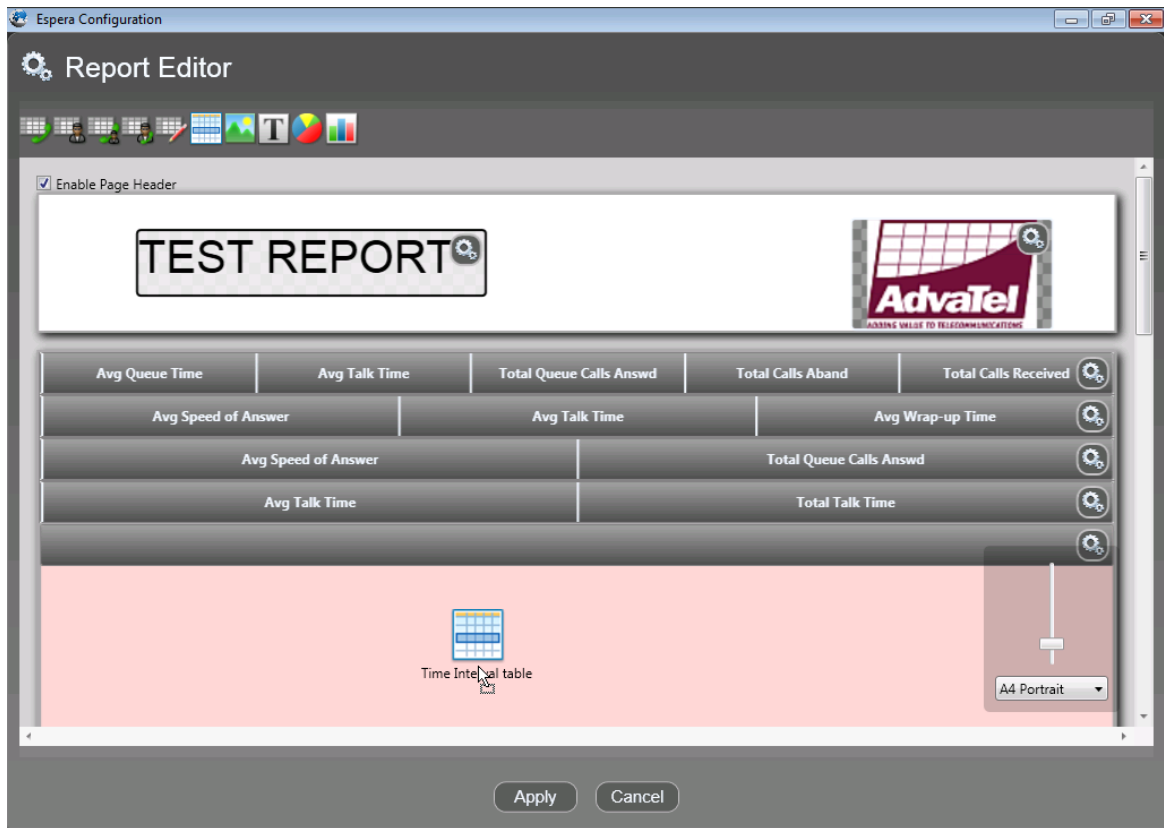


#### 5.2.3.2.9 Create/Modify Historical Report Template - Time Intervals

A Time Interval Table can be inserted into the body of the template. To insert a Time Interval Table into the template:


1. Drag the Time Interval Table icon into the body of the template
2. Click the  icon to edit the Agent Table
3. Select the datafield(s) to be reported on in table and <Add> to the right-hand column
4. The order of the datafields can be changed with the <Up> & <Down> buttons
5. Select the time interval required from the drop down list
6. <Apply> to save the configuration

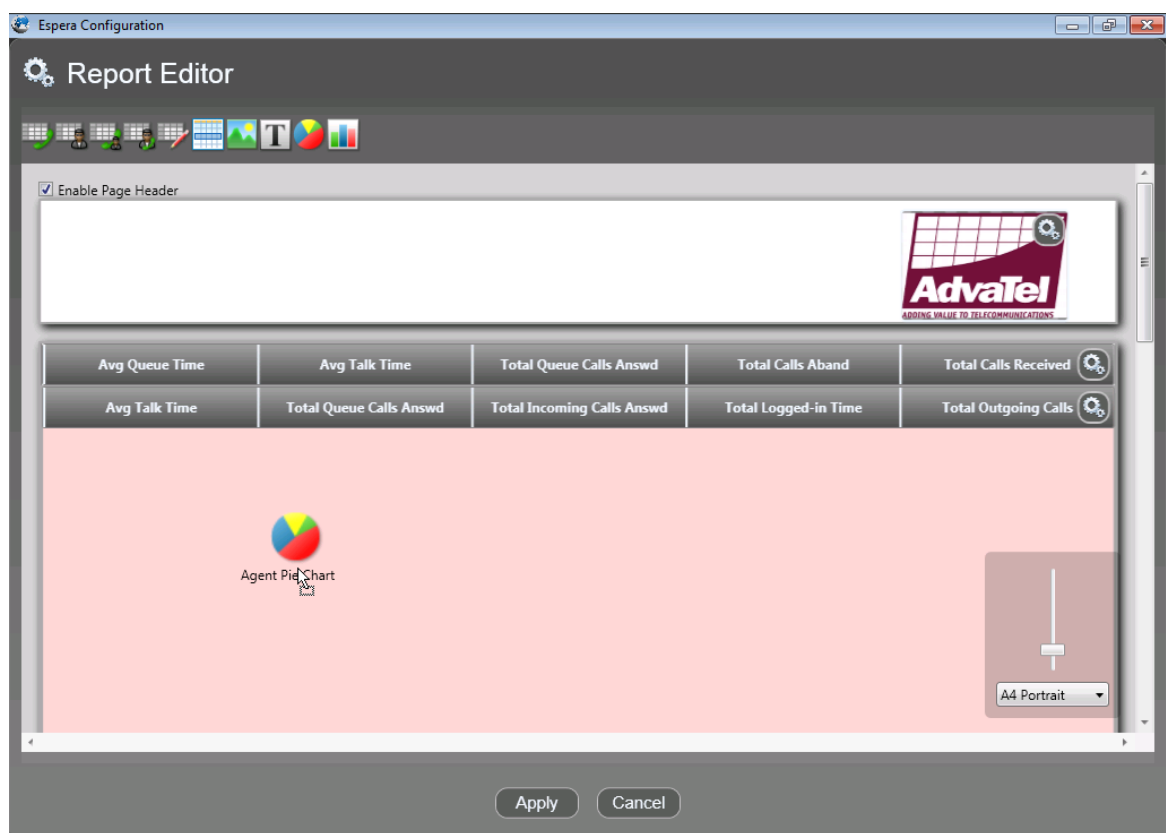
NOTE: The table is dynamically expanding dependant on variables selected when the template report is run. As such, the table has no fixed length during the template creation process.

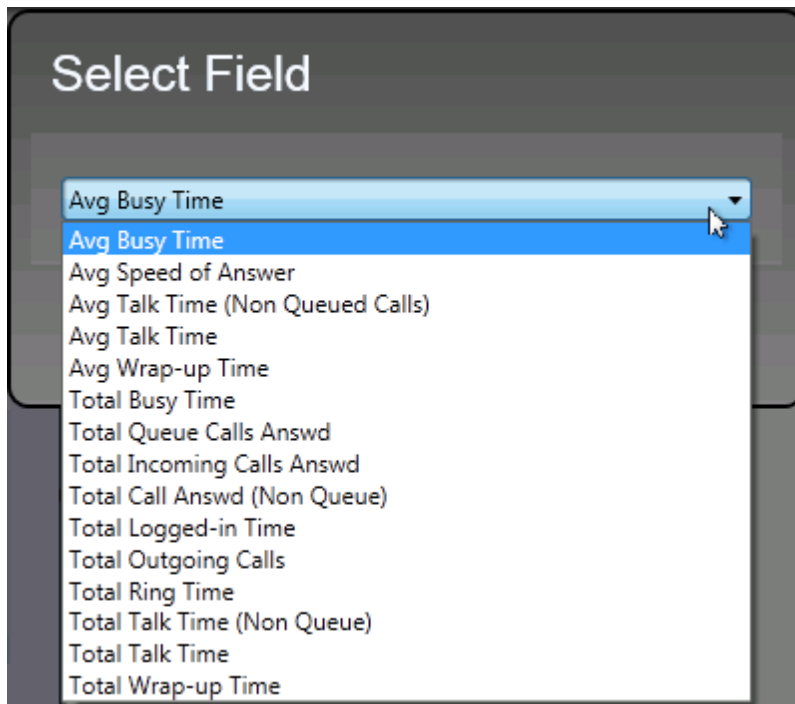


## 5.2.3.2.10 Create/Modify Historical Report Template - Pie Charts

A Pie Chart can be inserted anywhere in the body of the template. To insert a Pie Chart into the template:


1. Drag the Pie Chart icon to the location on the template for the Pie Chart
2. Click the  icon to edit the Pie Chart
3. Select the field to be report in the Pie Chart
4. <OK> to save the Pie Chart configuration
5. The Pie Chart can be resized in the template by highlighting the Pie Chart and adjust the size with the handles

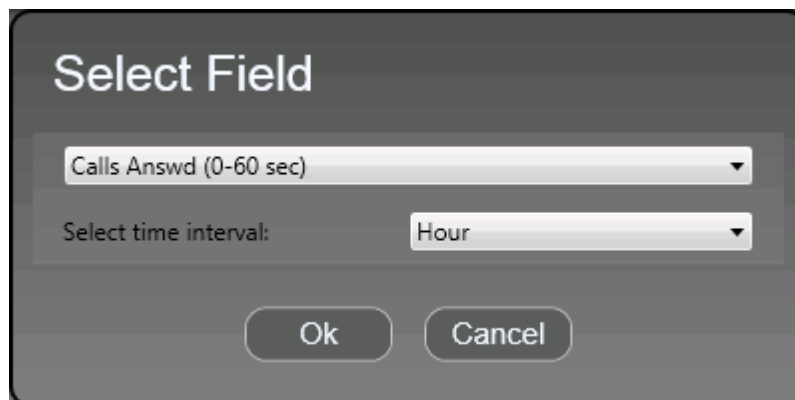
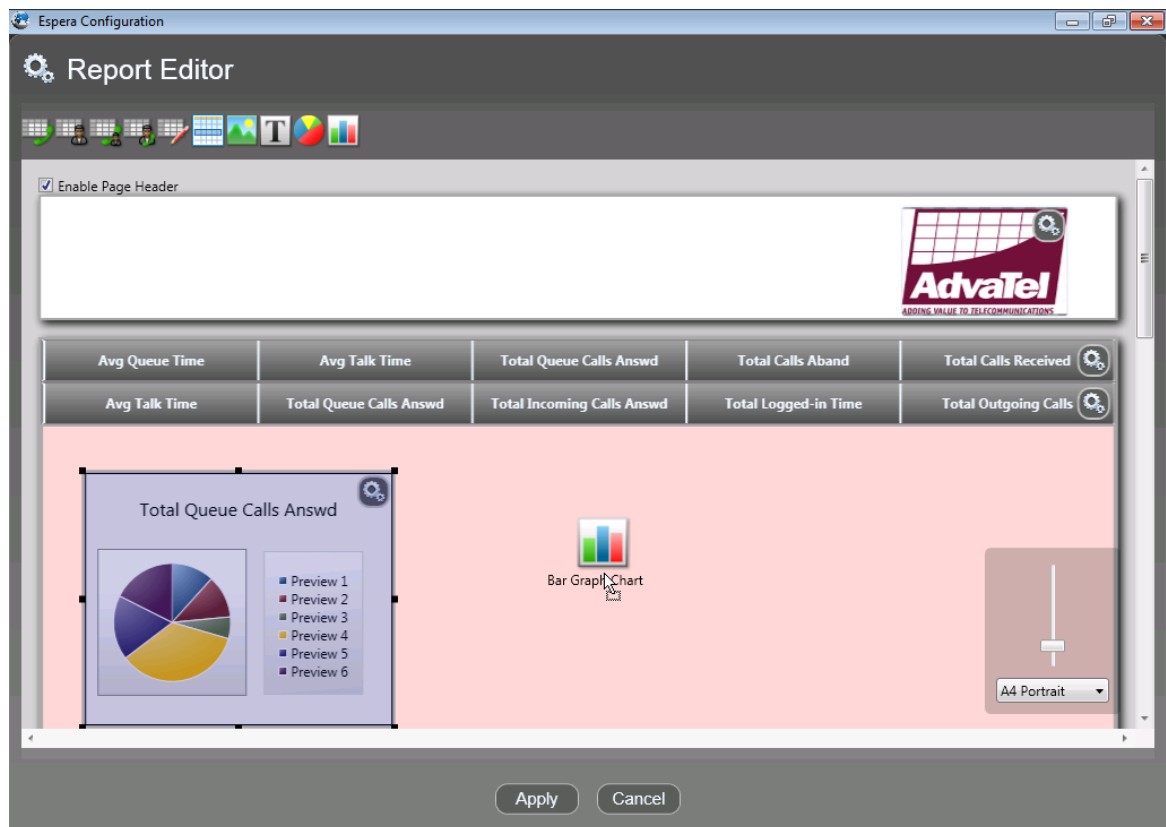




#### 5.2.3.2.11 Create/Modify Historical Report Template - Bar Graph

A Bar Graph can be inserted anywhere in the body of the template. To insert a Bar Graph into the template:

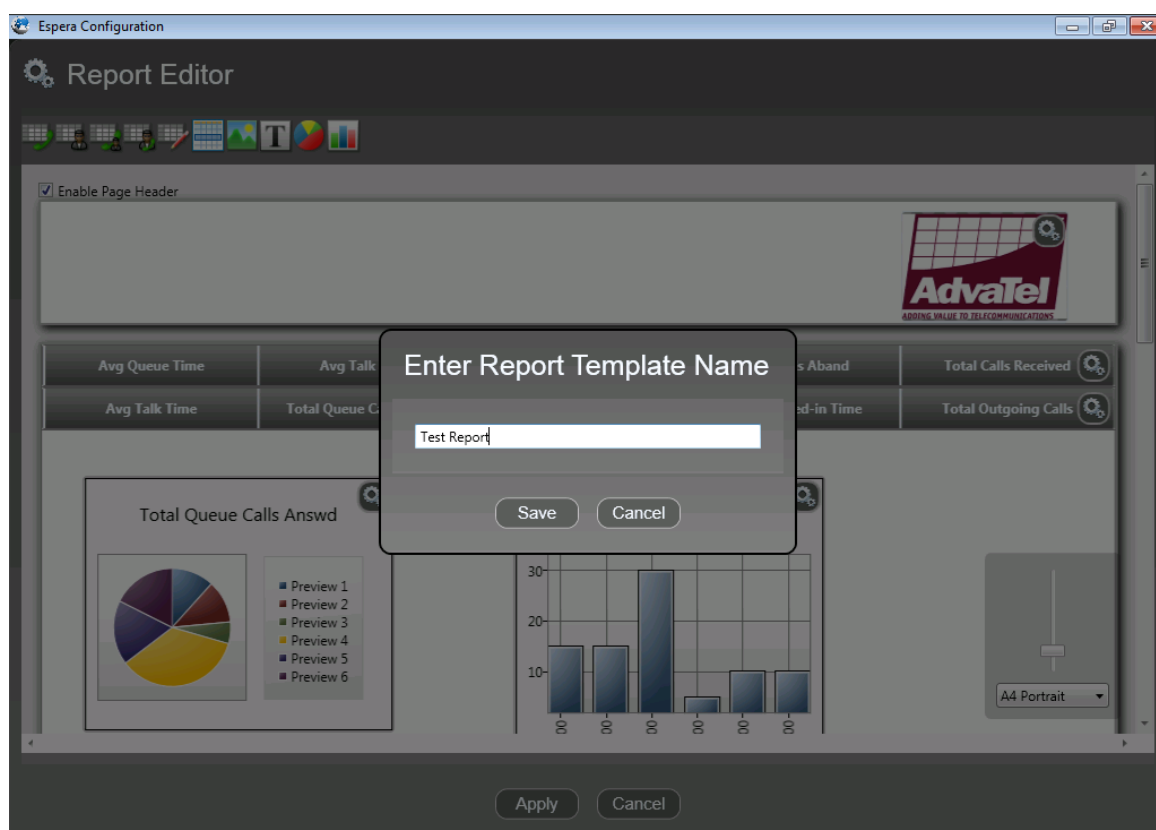
1. Drag the Bar Graph icon to the location on the template for the Bar Graph
2. Click the  icon to edit the Bar Graph
3. Select the field to be report in the bar graph along with the time interval
4. <OK> to save the Bar Graph configuration
5. The Bar Graph can be resized in the template by highlighting the Bar Graph and adjust the size with the handles



#### 5.2.3.2.12 Create/Modify Historical Report Template - Template Name

1. When the template has been created in the desired format, select <Apply>
2. Enter a name for the Historical Report Template, then click <Save> to save the template.



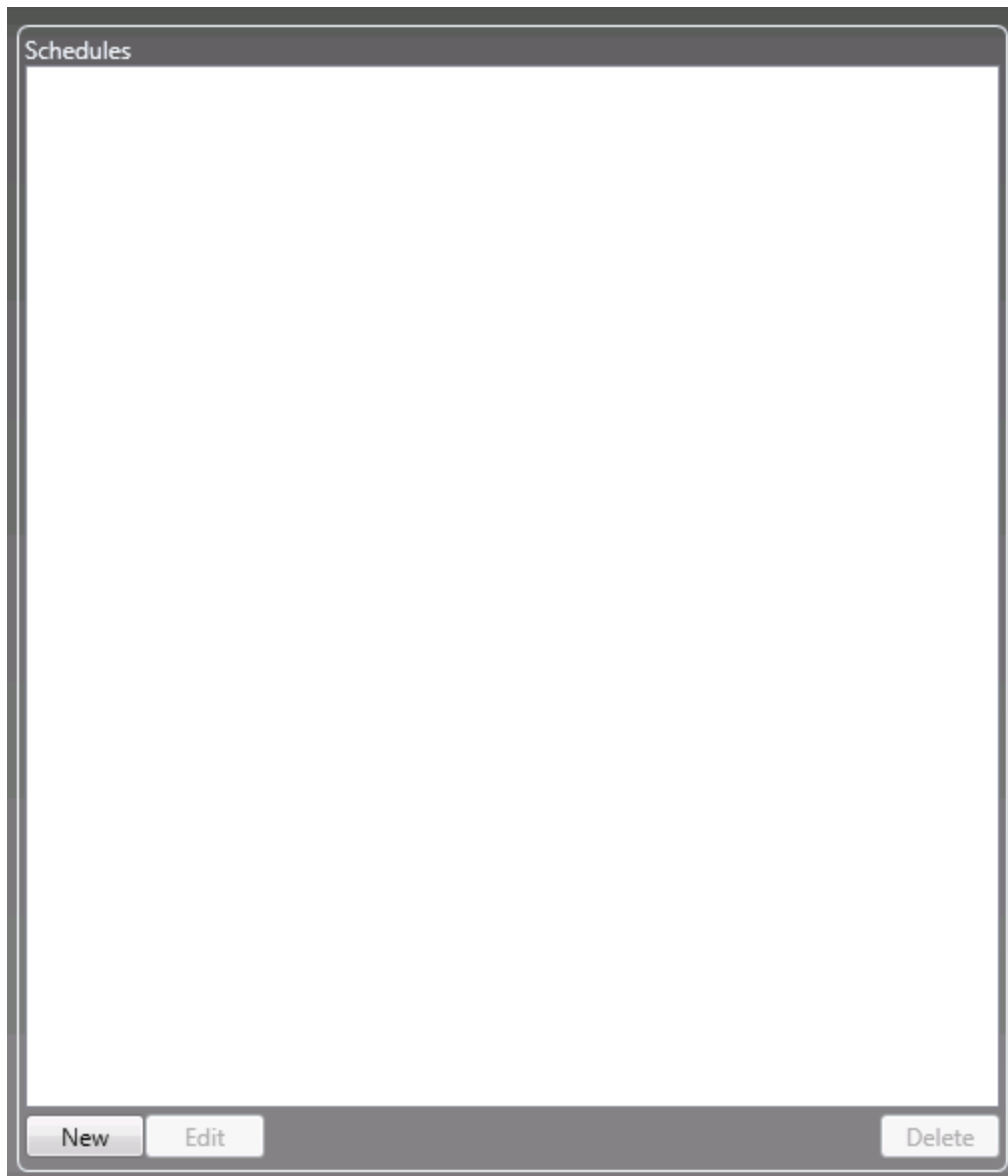


### 5.2.3.3 Historical Report Schedules

Historical Reports can be scheduled to run at pre-determined days/times. The following steps will guide you through creating/modifying a report schedule.

## 5.2.3.3.1 Create/Modify Historical Report Schedules - Step 1

Click <New> to start a new report schedule, or <Edit> to edit an existing report schedule



## 5.2.3.3.2 Create/Modify Historical Report Schedules - Step 2

1. Select the pre configured template from the Template list.

### Report Parameters

Template

☐ Yesterday ☐ Last Week ☒ Last Month ☐ Last 12 Month

☐ Specified date range:

Start date:   time:

End date:   time:

Queues:

Agents:

### Report Parameters

Template

☐ Yesterday ☐ Last Week ☒ Last Month ☐ Last 12 Month

☐ Specified date range:

Start date:   time:

End date:   time:

Queues:

Agents:

## 5.2.3.3.3 Create/Modify Historical Report Schedules - Step 3

1. Select from the predetermined date ranges, or specify a date range for the report
2. Select the Queue or Queues for the report
3. Select the Agent or Agents for the report
4. Select <Next> to continue

NOTE: The "Report Parameters" MUST contain at least one (1) "Queue" and one (1) "Agent" to generate a report.

**Report Parameters**

Template: Agents (Screen)

☐ Yesterday ☐ Last Week ☒ Last Month ☐ Last 12 Month

☐ Specified date range:

Start date: 1/12/2012 time: 00 : 00

End date: 31/12/2012 time: 23 : 59

Queues: All

Agents: All

Next Cancel

## 5.2.3.3.4 Create/Modify Historical Report Schedules - Step 4

1. Select the report frequency:
  - One Time - Report will run "One Time" only at the specified date/time and not repeat.
  - Daily - Report will run every x number of day(s), at the specified time, starting from the specified date
  - Weekly - Report will run on the selected days, every x week(s)
  - Monthly - Report will run every x month(s), on the specified day of the month
2. Select "Send to default printer" if the report is to be printed to the default printer on the Espera Server.
3. Select "Send to e-mail" and specify an email address, if the report is to be sent by email.
  - Select the format for the report from the drop down list. Options are: Xps - For viewing the report onscreen or manually printing; Csv - Format allowing the report data to be used by other database programs.

4. Press <Save> to save the scheduled report

## Report Scheduling



Report Template: Agents (Screen), from 1/12/2012 12:00:00 AM to 31/12/2012 11:59:59 PM

☐ One Time

☐ Daily

☒ Weekly

☐ Monthly

Start date: 2/01/2013  time: 23 : 00 

Recurs Every 1 week(s)

|                                   |  |                                   |                                    |
|-----------------------------------|--|-----------------------------------|------------------------------------|
| <input type="checkbox"/> Sunday   | <input checked="" type="checkbox"/> Monday | <input type="checkbox"/> Tuesday  | <input type="checkbox"/> Wednesday |
| <input type="checkbox"/> Thursday | <input type="checkbox"/> Friday            | <input type="checkbox"/> Saturday |                                    |

☐ Send to default printer

☒ Send to e-mail:

Select format:

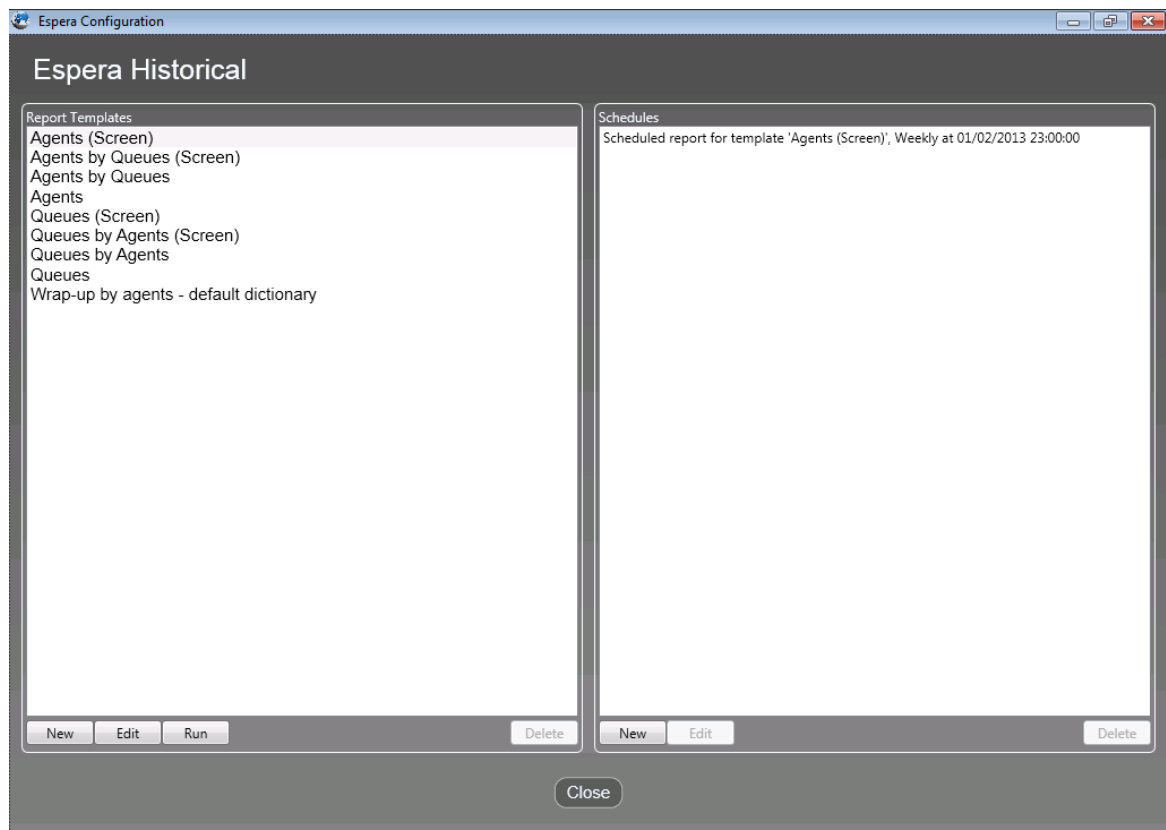
Back

Save

Cancel

## 5.2.3.3.5 Create/Modify Historical Report Schedules - Step 5

Confirm the schedule has been created and has the correct schedule details.

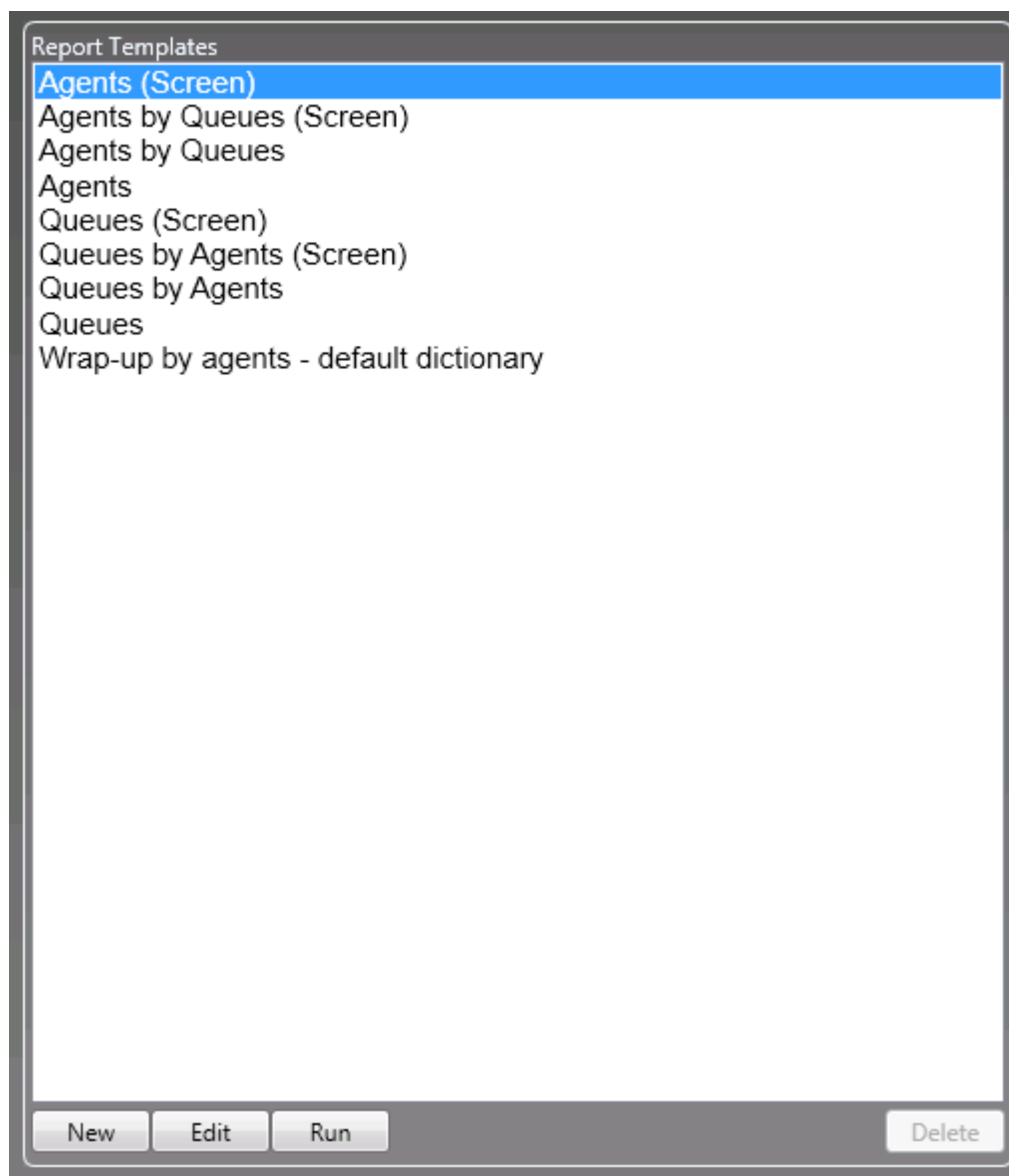


## 5.2.3.4 Run Historical Report

Historical Reports can be run manually at any time. The following steps will guide you through running a manual historical report.

## 5.2.3.4.1 Run Historical Report - Step 1

Select <Run> from the Historical Configuration screen, or <Print> from the Supervisor Screen.



Historical Configuration

Espera Historical

### Supervisor Screen

All Queues

| Queue Name        | Total Calls Received | Total Queue Calls Answered | Total Calls Aband | % Calls Aband | Avg Talk Time | Avg Queue Time | Avg Wait Time | Longest Wait | Total Calls Overflow | Total Calls Interflow |
|-------------------|----------------------|----------------------------|-------------------|---------------|---------------|----------------|---------------|--------------|----------------------|-----------------------|
| Support Queue     | 0                    | 0                          | 0                 | 0.00%         | 00:00:00      | 00:00:00       | 00:00:00      | 00:00:00     | 0                    | 0                     |
| dmitryqueue3      | 0                    | 0                          | 0                 | 0.00%         | 00:00:00      | 00:00:00       | 00:00:00      | 00:00:00     | 0                    | 0                     |
| Everyone          | 3                    | 1                          | 2                 | 66.67%        | 00:00:09      | 00:00:01       | 00:00:26      | 00:01:08     | 0                    | 0                     |
| Sales Queue       | 0                    | 0                          | 0                 | 0.00%         | 00:00:00      | 00:00:00       | 00:00:00      | 00:00:00     | 0                    | 0                     |
| Reception Queue   | 7                    | 2                          | 5                 | 71.43%        | 00:00:10      | 00:00:02       | 00:00:18      | 00:01:14     | 0                    | 0                     |
| dmitryqueue2      | 0                    | 0                          | 0                 | 0.00%         | 00:00:00      | 00:00:00       | 00:00:00      | 00:00:00     | 0                    | 0                     |
| Development Queue | 0                    | 0                          | 0                 | 0.00%         | 00:00:00      | 00:00:00       | 00:00:00      | 00:00:00     | 0                    | 0                     |
| dmitryqueue1      | 0                    | 0                          | 0                 | 0.00%         | 00:00:00      | 00:00:00       | 00:00:00      | 00:00:00     | 0                    | 0                     |
| ABC Recep Queue   | 0                    | 0                          | 0                 | 0.00%         | 00:00:00      | 00:00:00       | 00:00:00      | 00:00:00     | 0                    | 0                     |
| Max Queue         | 7                    | 6                          | 1                 | 14.29%        | 00:00:04      | 00:00:02       | 00:00:08      | 00:00:15     | 0                    | 0                     |
| Total             | 17                   | 9                          | 8                 | 47.06%        | 00:00:06      | 00:00:02       | 00:00:15      | 00:01:14     | 0                    | 0                     |

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by AdvateTel

Page 1 of 1

Print Export Close

Queues (Screen)

- ☐ Last 10 minutes
- ☐ Last 60 minutes
- ☒ Today

Queues

- ☐ Select All
- ☒ Support Queue
- ☒ dmitryqueue3
- ☒ Everyone
- ☒ Sales Queue
- ☒ Reception Queue
- ☒ dmitryqueue2
- ☒ Development Queue
- ☒ dmitryqueue1
- ☒ ABC Recep Queue

Agents

- ☒ Select All
- ☒ sip:brendan@advatel.com.au
- ☒ sip:user1@advatel.com.au
- ☒ sip:max@advatel.com.au
- ☒ sip:user3@advatel.com.au
- ☒ sip:dmitry@advatel.com.au
- ☒ sip:user2@advatel.com.au
- ☒ sip:lee@advatel.com.au
- ☒ sip:glenn@advatel.com.au
- ☒ sip:wallboard@advatel.com

Refresh

## Supervisor Screen

## 5.2.3.4.2 Run Historical Report - Step 2

1. Select the pre configured template from the Template list.
2. Select from the predetermined date ranges, or specify a date range for the report
3. Select the Queue or Queues for the report
4. Select the Agent or Agents for the report
5. Select <Next> to continue

NOTE: The "Report Parameters" MUST contain at least one (1) "Queue" and one (1) "Agent" to generate a report.



## Report Parameters

Template: Agents (Screen) ▼

☐ Yesterday ☐ Last Week ☒ Last Month ☐ Last 12 Month

☐ Specified date range:

Start date: 1/12/2012 15 time: 00 : 00 ▼

End date: 31/12/2012 15 time: 23 : 59 ▼

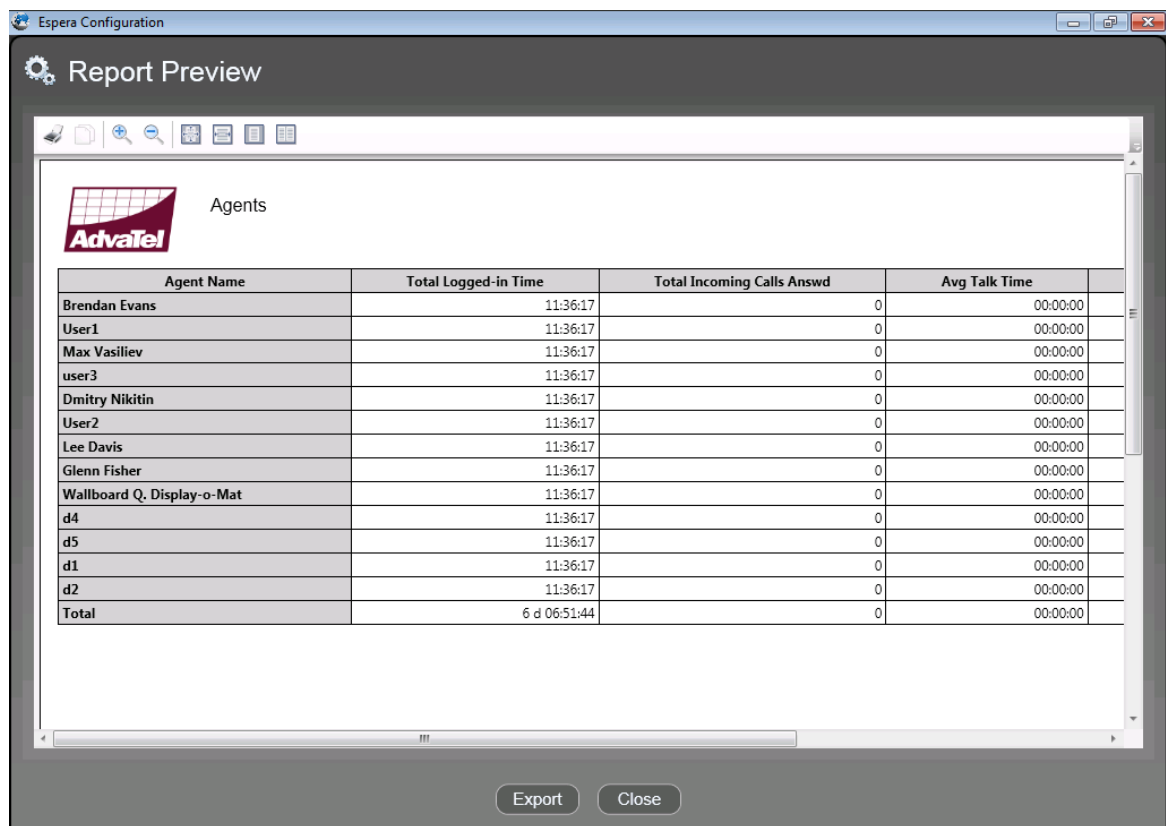
Queues: All ▼

Agents: All ▼

Next Cancel

## 5.2.3.4.3 Run Historical Report - Step 3

The Report Preview allows printing of the report using the printer icon, or exporting to a CSV file via the <Export> button.

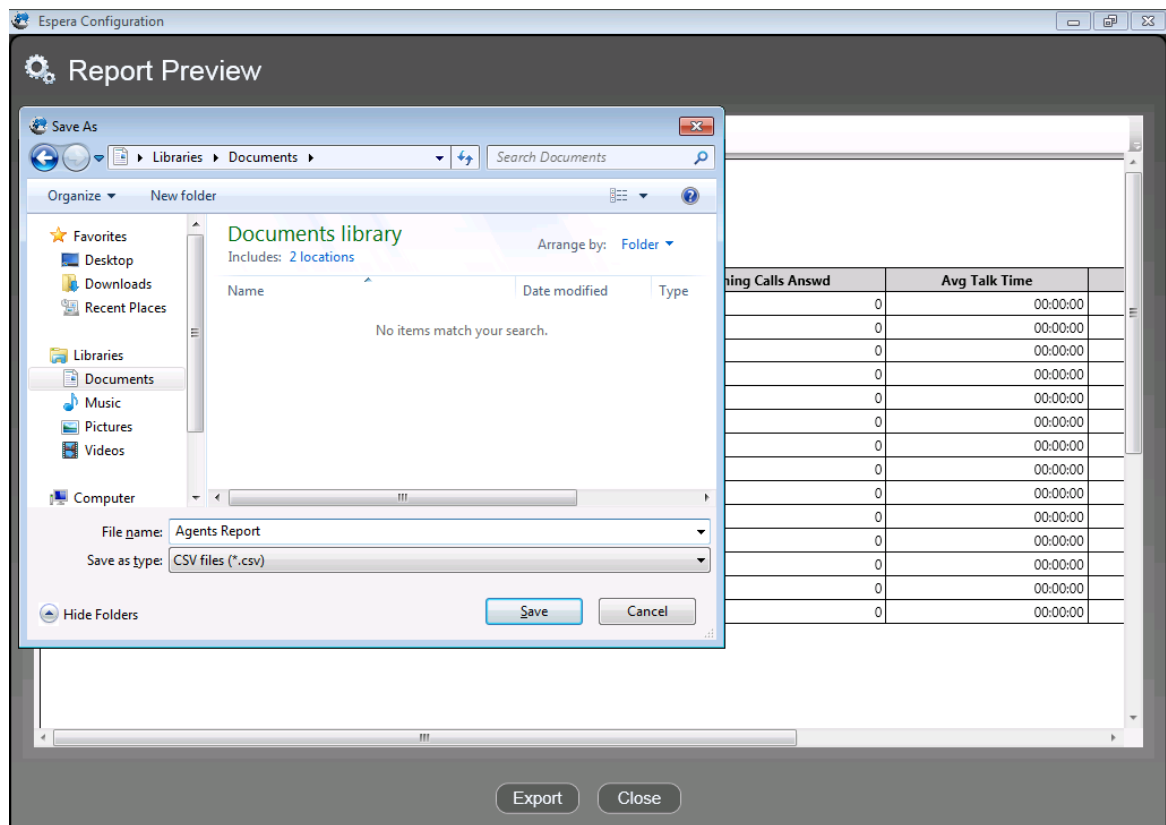


**Report Preview**

Agents

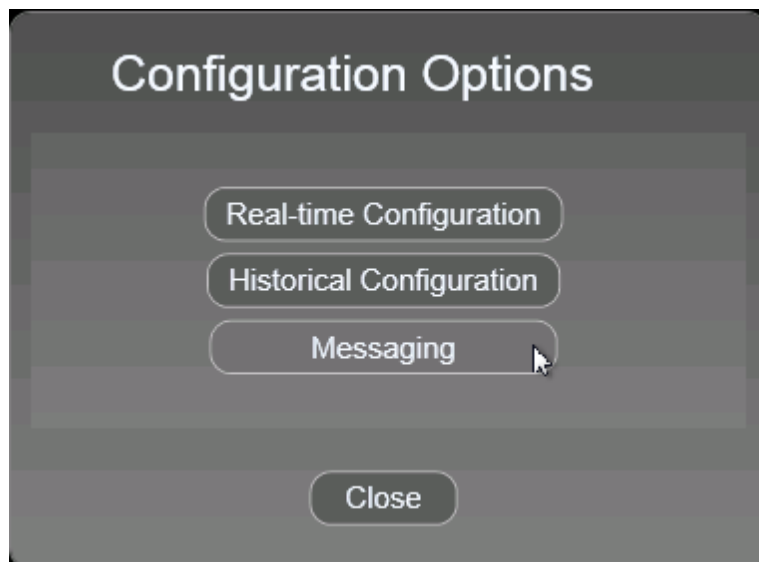
| Agent Name                 | Total Logged-in Time | Total Incoming Calls Answd | Avg Talk Time   |
|----------------------------|----------------------|----------------------------|-----------------|
| Brendan Evans              | 11:36:17             | 0                          | 00:00:00        |
| User1                      | 11:36:17             | 0                          | 00:00:00        |
| Max Vasiliev               | 11:36:17             | 0                          | 00:00:00        |
| user3                      | 11:36:17             | 0                          | 00:00:00        |
| Dmitry Nikitin             | 11:36:17             | 0                          | 00:00:00        |
| User2                      | 11:36:17             | 0                          | 00:00:00        |
| Lee Davis                  | 11:36:17             | 0                          | 00:00:00        |
| Glenn Fisher               | 11:36:17             | 0                          | 00:00:00        |
| Wallboard Q. Display-o-Mat | 11:36:17             | 0                          | 00:00:00        |
| d4                         | 11:36:17             | 0                          | 00:00:00        |
| d5                         | 11:36:17             | 0                          | 00:00:00        |
| d1                         | 11:36:17             | 0                          | 00:00:00        |
| d2                         | 11:36:17             | 0                          | 00:00:00        |
| <b>Total</b>               | <b>6 d 06:51:44</b>  | <b>0</b>                   | <b>00:00:00</b> |

Export Close



## 5.2.4 Messaging

[Administrators](#)<sup>[42]</sup> and [Supervisors](#)<sup>[108]</sup> can send ad-hoc messages to a single or multiple [User Set](#)<sup>[44]</sup> or [Users](#)<sup>[48]</sup> displayed onto the Users Real Time display for the selected time period.



## Add Message

Display Message for 5 seconds

User Sets:

☒ Sales

Users:

☒ sip:user3@advatel.com.au  
☒ sip:user1@advatel.com.au  
☒ sip:max@advatel.com.au  
☒ sip:dmitry@advatel.com.au

Message:

All agents log in now!

Ok
Cancel

| Espera Real Time       |               |   |              |       |              |   |                      |   |
|------------------------|---------------|---|--------------|-------|--------------|---|----------------------|---|
| Sales                  | Calls Waiting | 0 | Longest Wait | 00:00 | Agents Avail | 1 | Total Calls Received | 0 |
| Reception              | Calls Waiting | 0 | Longest Wait | 00:00 | Agents Avail | 1 | Total Calls Received | 7 |
|                        |               |   |              |       |              |   | Total Aband Calls    | 5 |
| All agents log in now! |               |   |              |       |              |   |                      |   |

## 5.3 Supervisor Configuration

Supervisors have access to modify (only) the Real-Time Display configuration(s) for any "User Set", "User" and the "Default Configuration".

Refer to Create/Modify the ["Default Configuration"](#)<sup>[43]</sup> or ["Custom"](#)<sup>[53]</sup> Real-Time Display for further information.

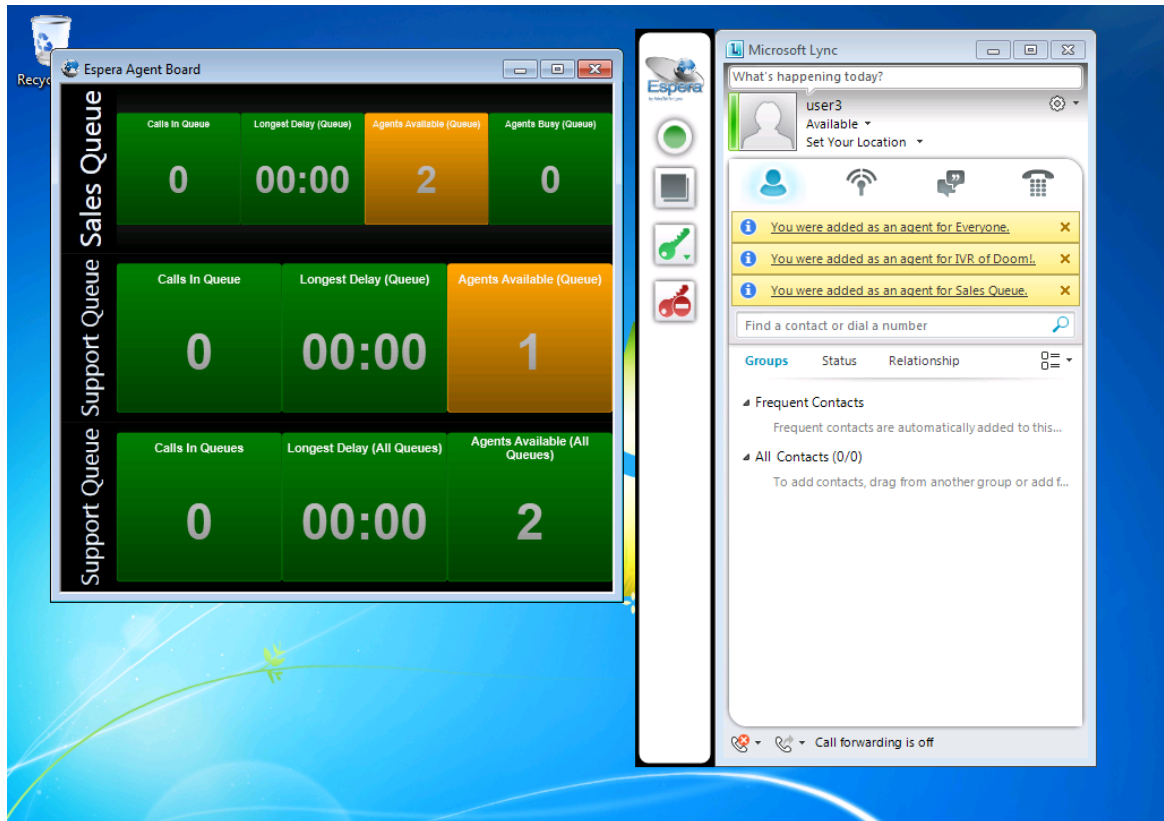
NOTE: Supervisors cannot create/delete "User Sets" and assign/unassign "Users".

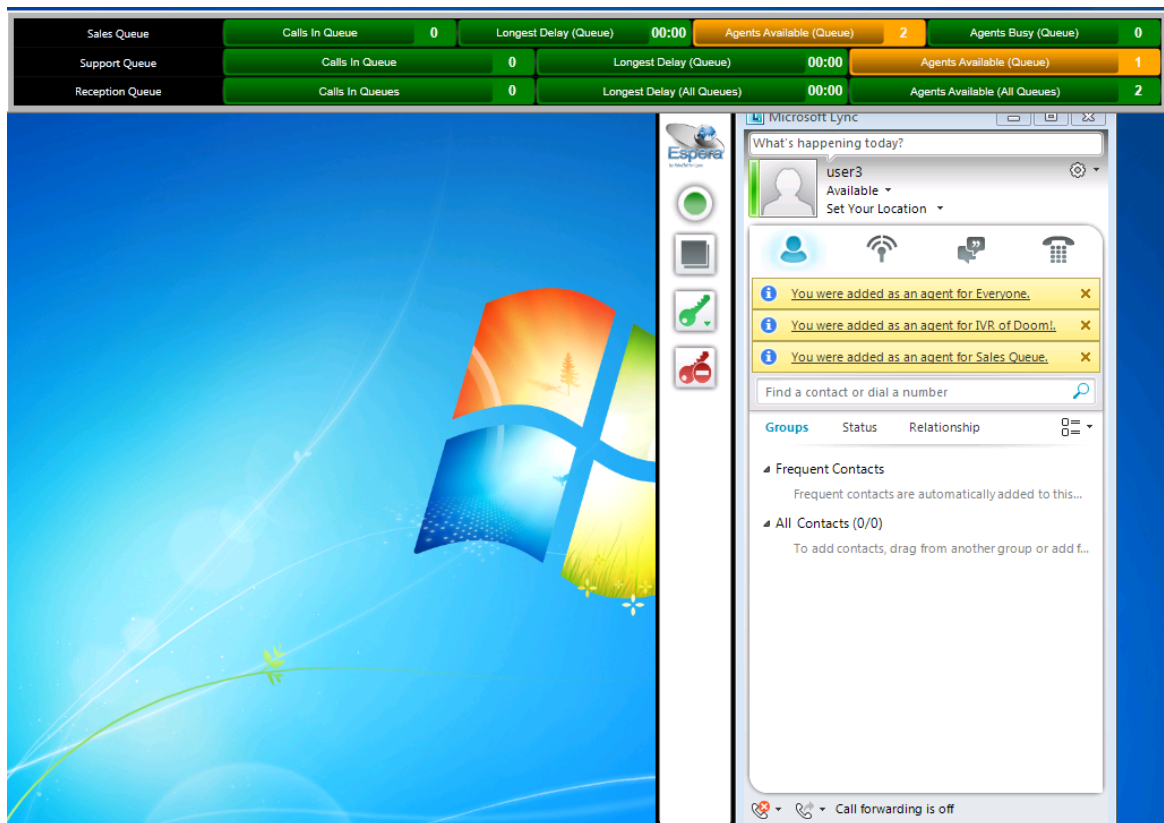
## 5.4 Agent Configuration

Agents have no access to the "Configuration" button.

Agents can move or resize the Espera Real-Time display, and use the "Sign In/Out" function.

NOTE: The "Sign In" & "Sign Out" buttons will only allow the Microsoft Lync user to Sign In/Out of "Formal" Response Groups assigned to that Microsoft Lync user. Refer to [this](#) Microsoft article for more information on "Formal" and "Informal" groups.



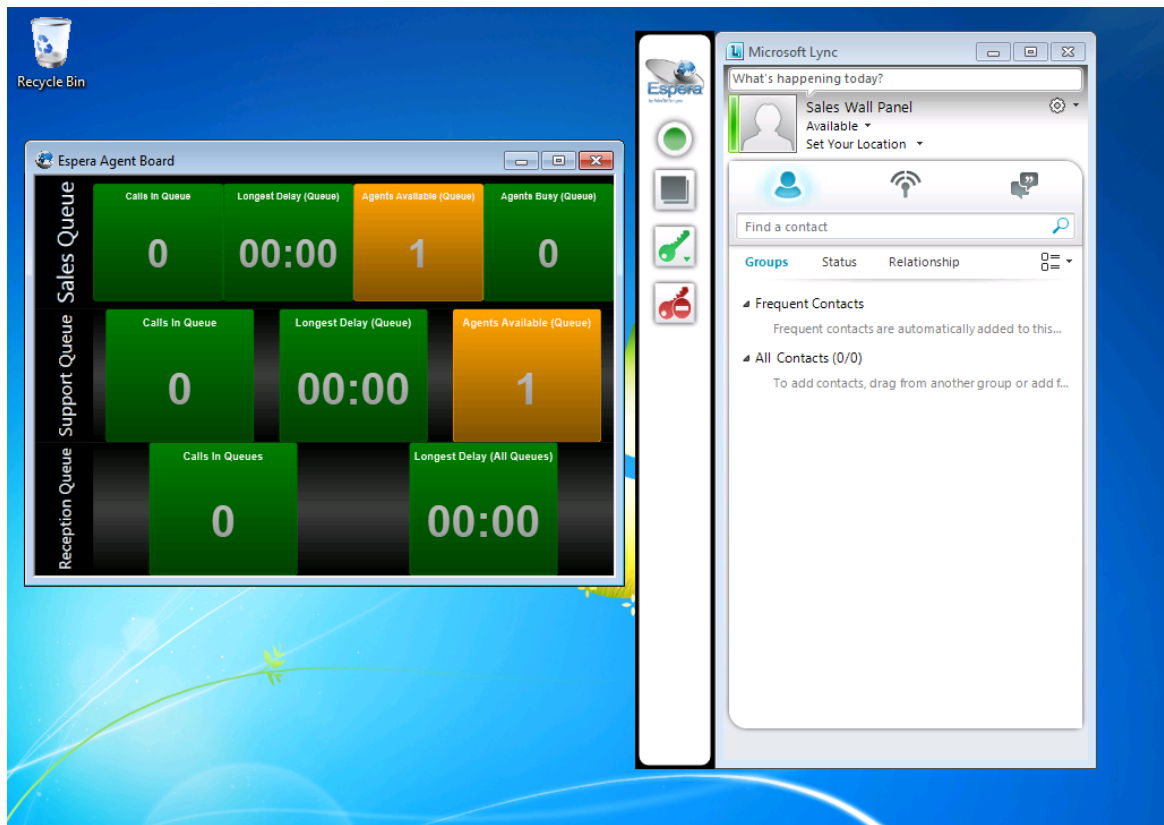


## 5.5 Wallboard Configuration

Wallboards have no access to any configuration.

Wallboards can move or resize the Espera Real-Time display, and use the "Sign In/Out" function.

NOTE: The "Sign In" & "Sign Out" buttons will only allow the Microsoft Lync user to Sign In/Out of "Formal" Response Groups assigned to that Microsoft Lync user. Refer to [this](#) Microsoft article for more information on "Formal" and "Informal" groups.



|               | Calls In Queue | Longest Delay (Queue) | Agents Available (Queue) | Agents Busy (Queue) |
|---------------|----------------|-----------------------|--------------------------|---------------------|
| Sales Queue   | 0              | 00:00                 | 1                        | 0                   |
| Support Queue | 0              | 00:00                 | 1                        |                     |
| Support Queue | 0              | 00:00                 |                          |                     |

